GMAX User Manual

Generation of Vehicle Token Number

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1. Preface

GMAX is pleased to introduce new feature of online generation of vehicle token for Export cargo.

This will help to streamline the goods unloading from vehicles at the cargo terminal, whereby assisting in faster clearance and will allow controlled and efficient movement of vehicles in cargo complex.

This is an additional initiative taken by MIAL as Airport operator in order to comply with various security requirements. With the above initiative, shipments will make it to the flight and can be uplifted as planned by Airlines

What is Vehicle Token?

Vehicle Token is an entry permit (with valid TSP) for vehicle/trolley arriving at cargo complex with export goods.

Effective 10th November, 2014, this process will be mandatory for each vehicle/trolley coming with export goods in Air Cargo Complex, Mumbai.

2. Vehicle Token Process

Agents will have to generate Vehicle Token (VT) online by using GMAX portal for export cargo getting cleared for all terminals (MIAL, AI and CSC).

Procedure for cargo getting cleared in MIAL (with valid MIAL TSP)

Pre-requisite for generating VT:

- ✓ A valid Terminal Storage Processing (TSP) must be created before generating vehicle token

Both TSP and VT must be produced at various security gates to allow entry of vehicle inside cargo terminal.

A VT will be valid only for the day on which it is generated. Same will get expired at 12:00 HRS midnight.

User will not be allowed to take print of only TSP. TSP will be printed along with VT

2.1. Vehicle Token Generation

User can generate VT for a valid TSP(s) using any of the following combinations:

- ✓ Single TSP in single vehicle
- ✓ Multiple TSPs in single vehicle
- ✓ Single TSP in multiple vehicles

Please Note

Generating VT for multiple TSPs in multiple vehicles/trolleys will not be allowed by the system

2.1.1. Single TSP in single vehicle

To generate VT for single TSP, user needs to follow the steps mentioned below:

1. By default, user will be directed to **Airport** tab as shown in the figure below:

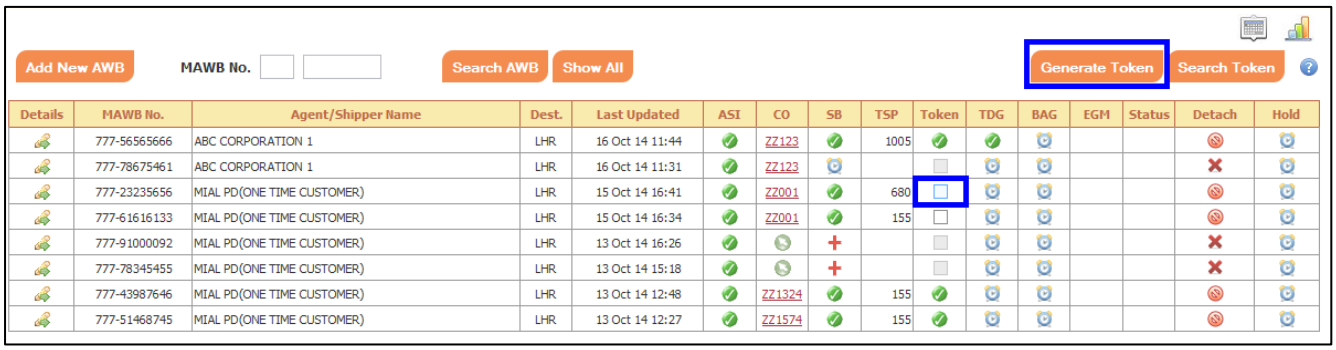

Add New AWB
MAWB No.
Search AWB
Show All
Generate Token
Search Token
Details
MAWB No.
Agent/Shipper Name
Dest.
Last Updated
ASI
CO
SB
TSP
Token
TDG
BAG
EGM
Status
Detach
Hold
777-56565666 ABC CORPORATION 1 LHR 16 Oct 14 11:44 ZZ123 1005
777-78675461 ABC CORPORATION 1 LHR 16 Oct 14 11:31 ZZ123
777-23235656 MIAL PD(ONE TIME CUSTOMER) LHR 15 Oct 14 16:41 ZZ001 680
777-61616133 MIAL PD(ONE TIME CUSTOMER) LHR 15 Oct 14 16:34 ZZ001 155
777-91000092 MIAL PD(ONE TIME CUSTOMER) LHR 13 Oct 14 16:26
777-78345455 MIAL PD(ONE TIME CUSTOMER) LHR 13 Oct 14 15:18
777-43987646 MIAL PD(ONE TIME CUSTOMER) LHR 13 Oct 14 12:48 ZZ1324 155
777-51468745 MIAL PD(ONE TIME CUSTOMER) LHR 13 Oct 14 12:27 ZZ1574 155

Figure 1: Airport → Switch to Exports

2. For all the shipments whose TSP is generated, a checkbox will be enabled under column 'Token'
3. For generating VT for a particular TSP, select the checkbox and click on button as highlighted in the above figure (blue color)
4. User will be navigated to **Generate Token** screen as shown in the figure below:

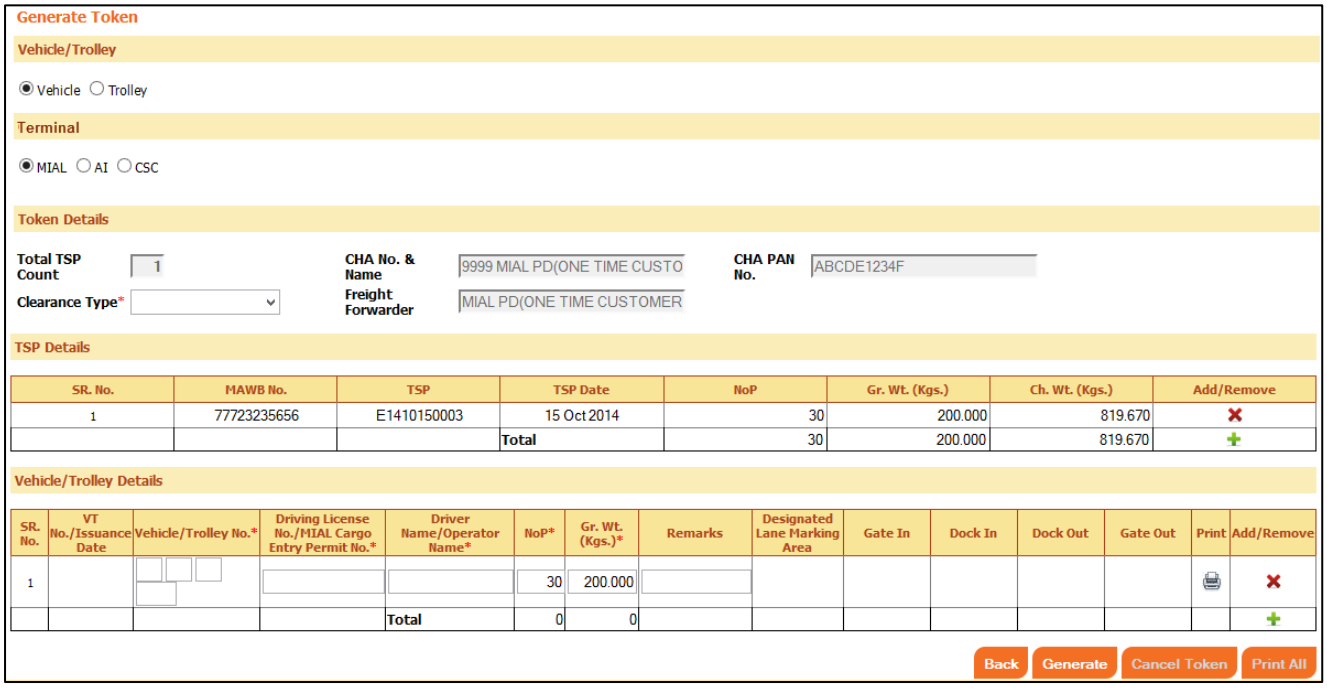


Figure 2: Generate Token

5. Description of fields appearing on the above screen is as follows:

   Vehicle/Trolley: By default, option 'Vehicle' will be selected in 'Vehicle/Trolley' field (Refer above figure). It indicates that token number is to be generated for a vehicle

Terminal: By default, option 'MIAL' will be selected in 'Terminal' field. It indicates that vehicle token number is to be generated for a shipment belonging to Custodian MIAL (Mumbai International Airport Ltd.)

Token Details:

- ✓ Total TSP Count: Displays the total count of TSP(s) selected for generating VT number
- ✓ CHA No. & Name: Displays name and number of CHA (Customs Housing Agent)
- ✓ CHA PAN No.: Displays PAN number of CHA
- ✓ Clearance Type (Mandatory to select): Select name of the area for which token is to be generated. Options provided in drop down list are as follows:
  - MIAL Terminal
  - Bonded Cargo Terminal
  - CLF Area
  - Air India
  - MIX (Cargo belonging to MIAL/ AI/ CSC)
- ✓ Freight Forwarder: Displays name of the freight forwarder to whom the shipment belongs to

TSP Details: Displays details of TSP for which vehicle token number is to be generated.

- ✓ All the fields in this grid viz. 'MAWB No.', 'TSP', 'TSP Date', 'NOP', 'Gr. Wt.' and 'Ch. Wt.' are only for reference view
- ✓ User needs to click Back button to remove the selected TSP from **Generate Vehicle Token** screen

Vehicle/Trolley Details:

- ✓ Vehicle/Trolley No.: Enter vehicle no. in the respective fields
- ✓ Driver's License No./MIAL Cargo Entry Permit No.: Enter driving license number of the driver in this field
- ✓ Driver Name/Operator Name: Enter name of the driver (in case of vehicle) or name of the person holding valid entry pass (in case of trolley)
- ✓ NOP: Displays number of pieces in the vehicle. Total number of pieces & and total gross wt. in 'TSP Details' section & 'Vehicle/Trolley Details' section should match. System will not allow the user to generate VT number if the total pieces and total gross weight do not match with total pieces and total gross weight of selected TSP
- ✓ Gr Wt (Kgs): Displays gross weight of the pieces in vehicle
- ✓ Remarks: Any additional details like Driver mobile no., etc. are to be added here
- ✓ To remove single existing record, user needs to click on Back button without saving the details

6. After entering all the mandatory details required for token generation, click Generate button
7. Once the VT number is generated, a success pop-up will appear on the screen as shown in the figure below:

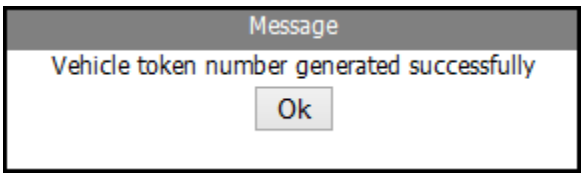


Figure 3: Success Pop-up

8. Generated VT number can be viewed in 'Vehicle/Trolley Details' as highlighted in the figure below:

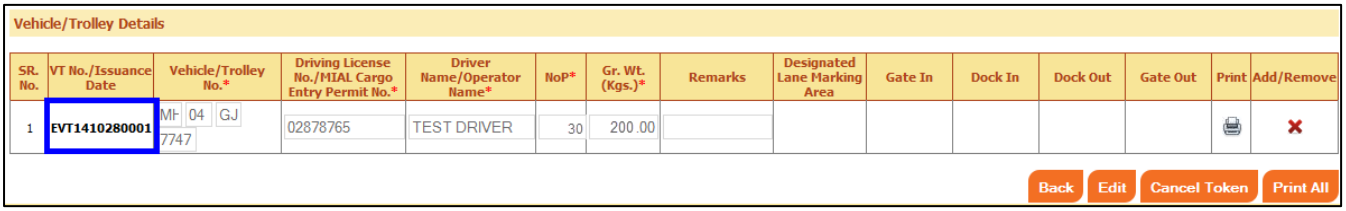


Figure 4: Generate Token screen

9. Vehicle Token No. (VT No. with date time stamp) /Issuance date will be displayed once token is generated in 'VT No./Issuance Date' field
10. Click 'Print' icon ( ) located against a particular vehicle record to print token number for that particular vehicle
11. Functionality of buttons appearing on this screen is as follows:
    - Back: After clicking this button, user will be navigated to **Switch to Exports** screen. If VT number is generated successfully, ( ) icon will appear for the selected MAWB record as highlighted in the figure below

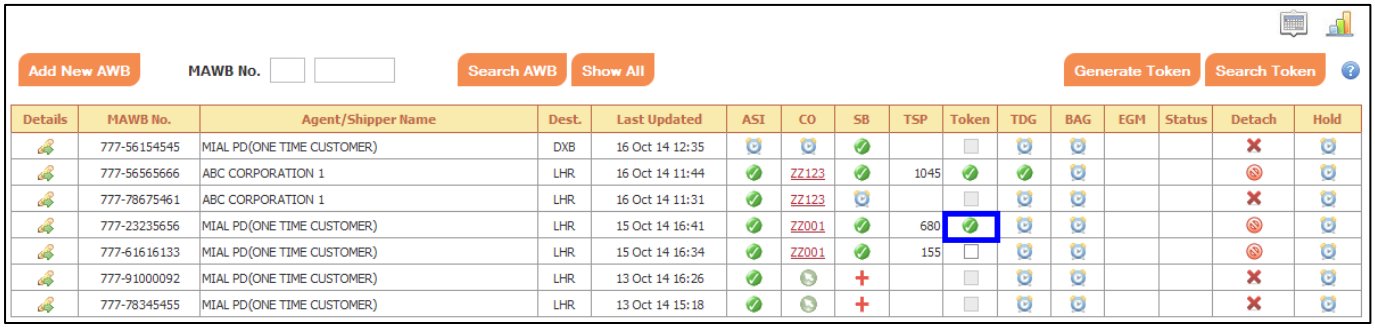


Figure 5: Airport → Switch to Exports

    - Edit: Click this button to edit vehicle token details. Fields highlighted in the figure below are editable fields on **Generate Token** screen

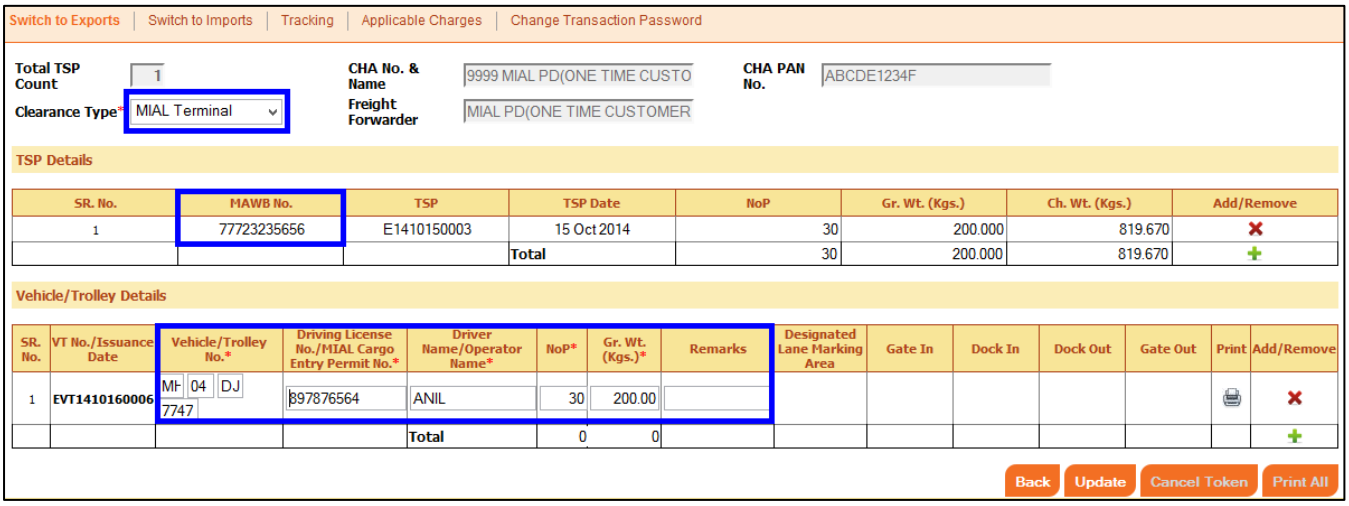


Figure 6: Generate Token screen

- After making necessary changes, click Update button to save the changes in the system. A pop-up will be displayed on the screen as shown in the figure below:

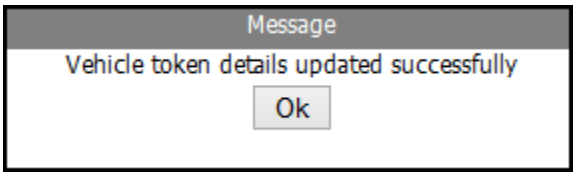


Figure 7: Update Success pop-up

- Cancel Token: This button enables the user to cancel vehicle token number
- Print All: Displays a print of VT number along with the selected TSP as shown in the figure below:

CONCOR AIR LIMITED
Air Cargo Complex Mumbai-400 099
Tel:66859840 / 66859841
Fax : 66859842 . http://gmax.gvk.com
Service Tax Reg. No.: AAECC9737FSD001
Service Tax Category - Airport Services

Chhatrapati Shivaji INTERNATIONAL AIRPORT MUMBAI

Print Close

TAX INVOICE CUM BANK CHALLAN

Created Date Time:	15 Oct 14 16:42	**Total TSP:**	1 of 1
Receipt Date Time:	15 Oct 14	**TC No.:**	**E1410150003**
MAWB No.:	777-23235656	**I.A.T.A. No.:**	545652
Flight No.:	ZZ001	**Flight Date:**	15 Oct 14
No. of Pkgs:	30	**C.H.A. No.:**	9999 MIAL PD(ONE TIME CUSTOMER) ABCDE1234F
Gross wt.(kg):	200.000	**Exporter:**	AMMU TEST ORG
Chargeable wt.(kg):	819.670	**Destination:**	LHR
F.O.B. Value(INR):	0.00	**Total Amount Paid(INR):**	680.00
Commodity:	GEN	**Commodity Type:**	AIRCRAFT PARTS
Prepared By:	dummymial	**Payment Mode:**	PD - 9999
Dimension:	10*10*10=30(inch),		
Remarks:			

Charge Details

Charge Type	Charge Amount[INR]	Service Tax[INR]*
Packaging Charges	30.00	3.71
Terminal Charges	574.00	70.95
Total Charges	**604.00**	**74.66**

VEHICLE TOKEN DETAILS

Bonded Cargo Terminal

SR. No.	Token No.	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410160006	MH04DJ7747	897876564	ANIL	30	200.00	

1 of 1

*Includes Education Cess 2% and Higher Education Cess 1%

This is computer generated document, hence no signature required

NOTE:Terminal Charges Receipt and Vehicle/Trolley Token is issued without Prejudice, which is valid for 15 Oct 2014 upto 23:59 hrs.

Figure 8: Vehicle Token Print

2.1.2. Multiple TSPs in single vehicle

To generate Vehicle Token number for multiples TSPs which will be placed in a single vehicle, user needs to follow the steps mentioned below:

1. By default, user will be directed to **Airport** tab as shown in the figure below:

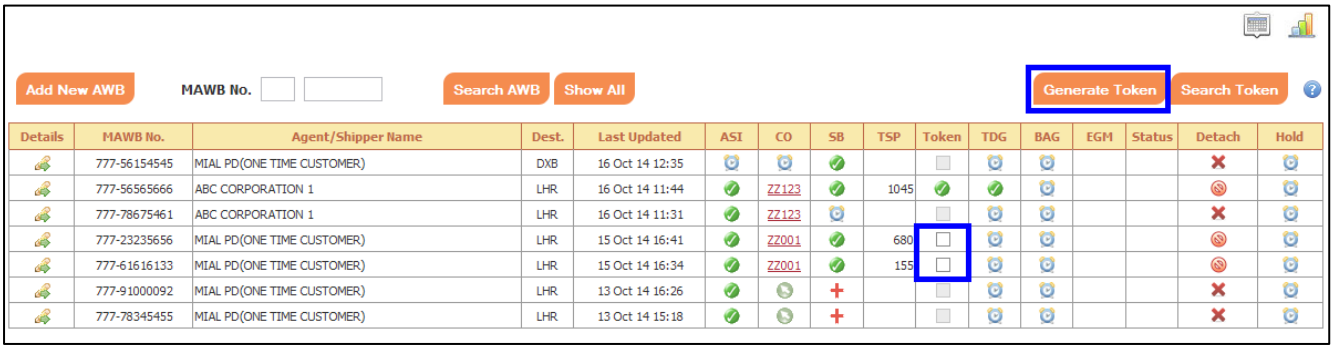


Figure 9: Airport → Switch to Exports

2. For selecting the AWB No. for generation of VT, select the checkboxes as highlighted in the above figure and click on Generate Token button
3. User will be navigated to **Generate Token** screen as shown in the figure below:

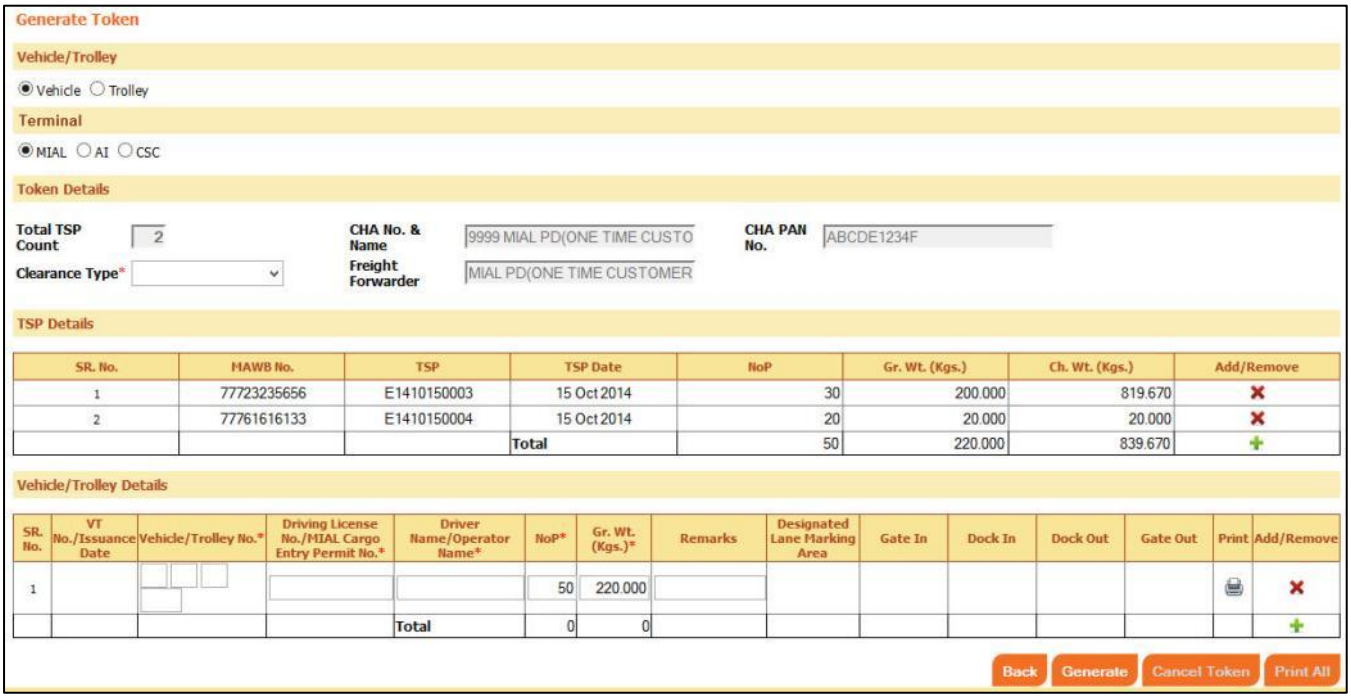


Figure 10: Generate Token

4. Details of selected MAWBs will appear in 'TSP Details' section
5. All the fields appearing in 'TSP Details' grid are only for reference view
6. It is mandatory to select appropriate 'Clearance Type'

7. Click 'Remove' icon (✖) to remove the TSP from token generation process
8. Click 'Add' icon (⊕) to add a new TSP record. A new row will be added to 'TSP Details' grid

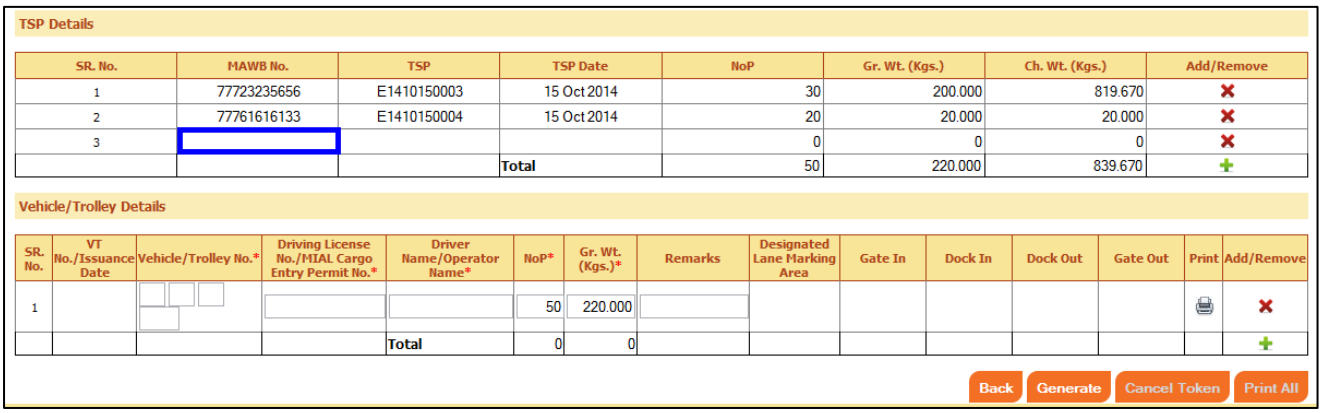

TSP Details
SR. No. | MAWB No. | TSP | TSP Date | NoP | Gr. Wt. (Kgs.) | Ch. Wt. (Kgs.) | Add/Remove
1 | 77723235656 | E1410150003 | 15 Oct 2014 | 30 | 200.000 | 819.670
2 | 77761616133 | E1410150004 | 15 Oct 2014 | 20 | 20.000 | 20.000
3 | | | | 0 | 0 | 0
Total | 50 | 220.000 | 839.670
Vehicle/Trolley Details
SR. No. | VT No./Issuance Date | Vehicle/Trolley No.* | Driving License No./MIAL Cargo Entry Permit No.* | Driver Name/Operator Name* | NoP* | Gr. Wt. (Kgs.)* | Remarks | Designated Lane Marking Area | Gate In | Dock In | Dock Out | Gate Out | Print | Add/Remove
1 | 50 | 220.000
Total | 0 | 0
Back
Generate
Cancel Token
Print All

Figure 11: Generate Token screen

9. User needs to enter 'MAWB No.' for which VT needs to be generated
10. After entering appropriate MAWB No. move to the next field. TSP details of the MAWB will appear in 'TSP Details' grid
11. In 'Vehicle/Trolley Details' section, user needs to enter appropriate data in following fields:
    - ✓ Vehicle/Trolley No.
    - ✓ Driver's License No./MIAL Cargo Entry Permit No.
    - ✓ Driver Name/Operator Name
    - ✓ Remarks, if any
12. Total number of pieces & and total gross wt. in 'TSP Details' section & 'Vehicle/Trolley Details' section should match
13. System will not allow the user to generate VT number if the total pieces and total gross weight do not match with total pieces and total gross weight of selected TSP
14. After entering all the mandatory details required for token generation, click

button
15. Vehicle token number will be generated. A success pop-up will appear on the screen as shown in the figure below:

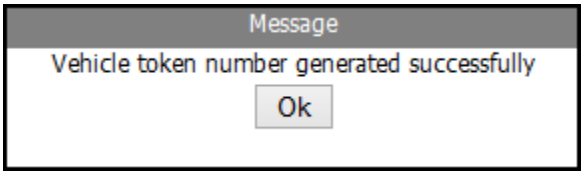


Figure 12: Success Pop-up

16. Vehicle token number can be viewed in 'Vehicle/Trolley Details' as highlighted in the figure below:

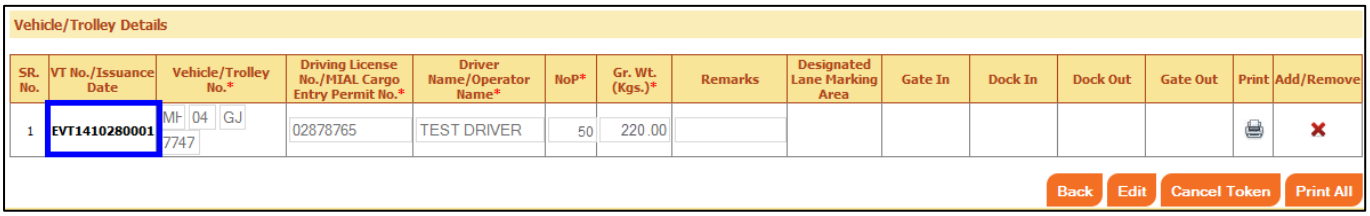
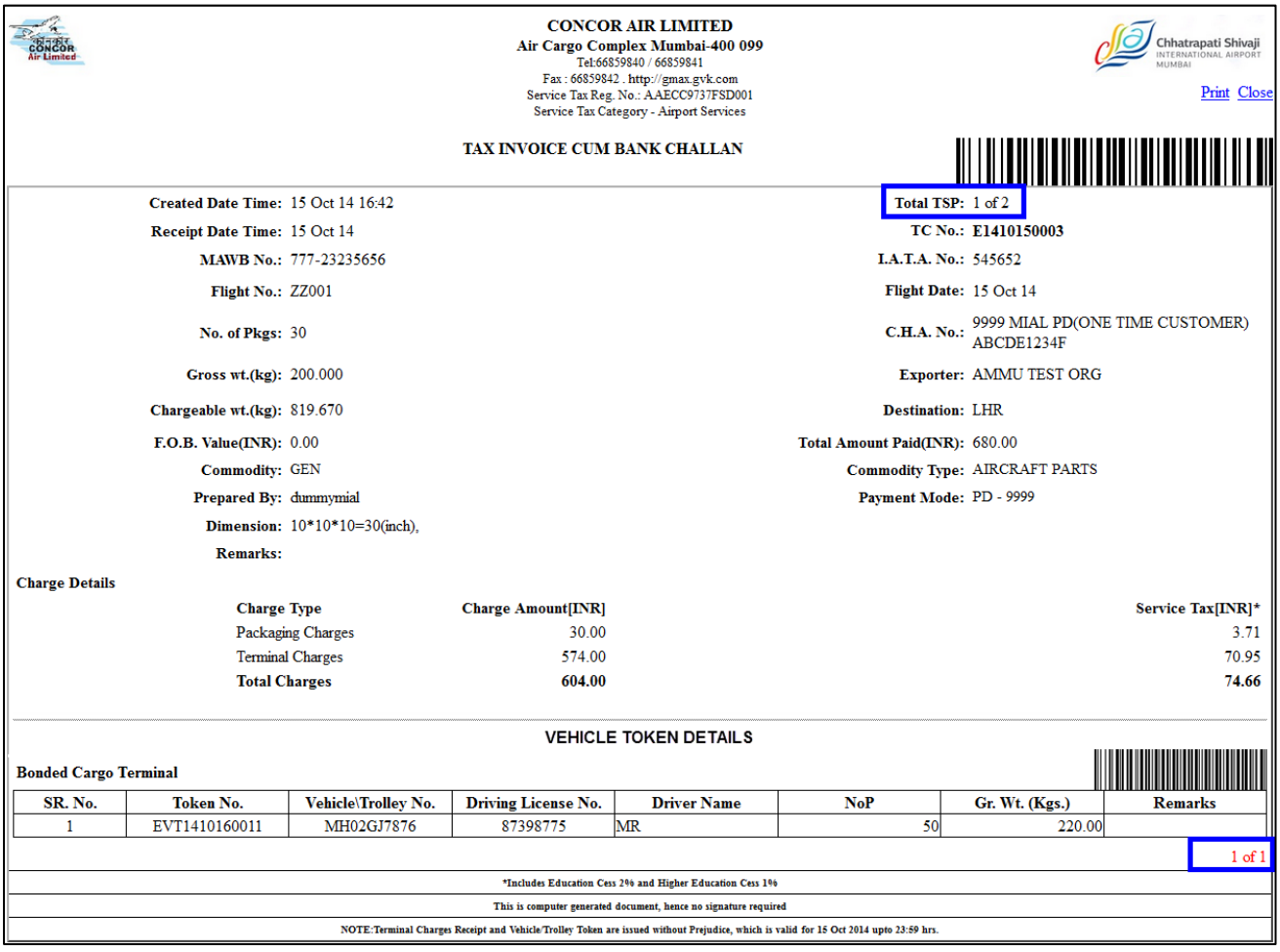


Figure 13: Generate Token screen

17. Vehicle Token No. (VT No. with date time stamp) /Issuance date will be displayed once token is generated in 'VT No./Issuance Date' field
18. Click 'Print' icon ( ) located against a particular vehicle record to print token number for that particular vehicle
19. Print All button will be enabled once VT number is generated successfully
20. Click Print All button to view preview the prints of VT number along with the selected TSPs as shown in the figure below:



CONCOR AIR LIMITED
Air Cargo Complex Mumbai-400 099
Tel:66859840 / 66859841
Fax : 66859842 . http://gmax.gvk.com
Service Tax Reg. No.: AAECC9737FSD001
Service Tax Category - Airport Services

Chhatrapati Shivaji International Airport Mumbai

Print Close

TAX INVOICE CUM BANK CHALLAN

Created Date Time:	15 Oct 14 16:42	**Total TSP:**	1 of 2
Receipt Date Time:	15 Oct 14	**TC No.:**	**E1410150003**
MAWB No.:	777-23235656	**I.A.T.A. No.:**	545652
Flight No.:	ZZ001	**Flight Date:**	15 Oct 14
No. of Pkgs:	30	**C.H.A. No.:**	9999 MIAL PD(ONE TIME CUSTOMER) ABCDE1234F
Gross wt.(kg):	200.000	**Exporter:**	AMMU TEST ORG
Chargeable wt.(kg):	819.670	**Destination:**	LHR
F.O.B. Value(INR):	0.00	**Total Amount Paid(INR):**	680.00
Commodity:	GEN	**Commodity Type:**	AIRCRAFT PARTS
Prepared By:	dummymial	**Payment Mode:**	PD - 9999
Dimension:	10*10*10=30(inch),		
Remarks:			

Charge Details

Charge Type	Charge Amount[INR]	Service Tax[INR]*
Packaging Charges	30.00	3.71
Terminal Charges	574.00	70.95
Total Charges	**604.00**	**74.66**

VEHICLE TOKEN DETAILS

Bonded Cargo Terminal

SR. No.	Token No.	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410160011	MH02GJ7876	87398775	MR	50	220.00	

1 of 1

*Includes Education Cess 2% and Higher Education Cess 1%

This is computer generated document, hence no signature required

NOTE:Terminal Charges Receipt and Vehicle/Trolley Token are issued without Prejudice, which is valid for 15 Oct 2014 upto 23:59 hrs.

Figure 14: Vehicle Token Print for TSP No. 1

CONCOR AIR LIMITED
Air Cargo Complex Mumbai-400 099
Tel:66859840 / 66859841
Fax : 66859842 . http://gmax.gvk.com
Service Tax Reg. No.: AAECC9737FSD001
Service Tax Category - Airport Services

Chhatrapati Shivaji INTERNATIONAL AIRPORT MUMBAI

Print Close

TAX INVOICE CUM BANK CHALLAN

Created Date Time:	15 Oct 14 16:44	**Total TSP:**	2 of 2
Receipt Date Time:	15 Oct 14	**TC No.:**	**E1410150004**
MAWB No.:	777-61616133	**I.A.T.A. No.:**	545652
Flight No.:	ZZ001	**Flight Date:**	15 Oct 14
No. of Pkgs:	20	**C.H.A. No.:**	9999 MIAL PD(ONE TIME CUSTOMER) ABCDE1234F
Gross wt.(kg):	20.000	**Exporter:**	MIAL PD(ONE TIME CUSTOMER)
Chargeable wt.(kg):	20.000	**Destination:**	LHR
F.O.B. Value(INR):	0.00	**Total Amount Paid(INR):**	155.00
Commodity:	GEN	**Commodity Type:**	AIRCRAFT PARTS
Prepared By:	dummymial	**Payment Mode:**	PD - 9999
Dimension:	10*10*10=20(cm),		
Remarks:			

Charge Details

Charge Type	Charge Amount[INR]	Service Tax[INR]*
Packaging Charges	20.00	2.47
Terminal Charges	120.00	14.83
Total Charges	**140.00**	**17.30**

VEHICLE TOKEN DETAILS

Bonded Cargo Terminal

SR. No.	Token No.	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410160011	MH02GJ7876	87398775	MR	50	220.00	

1 of 1

*Includes Education Cess 2% and Higher Education Cess 1%

This is computer generated document, hence no signature required

NOTE:Terminal Charges Receipt and Vehicle/Trolley Token are issued without Prejudice, which is valid for 15 Oct 2014 upto 23:59 hrs.

Figure 15: Vehicle Token Print for TSP No. 2

2.1.3. Single TSP in multiple vehicles

Sometimes, a shipment with single TSP is loaded in more than one vehicle. To generate Vehicle Token number for multiple vehicles, user needs to follow the steps mentioned below:

1. By default, user will be directed to **Airport** tab as shown in the figure below:

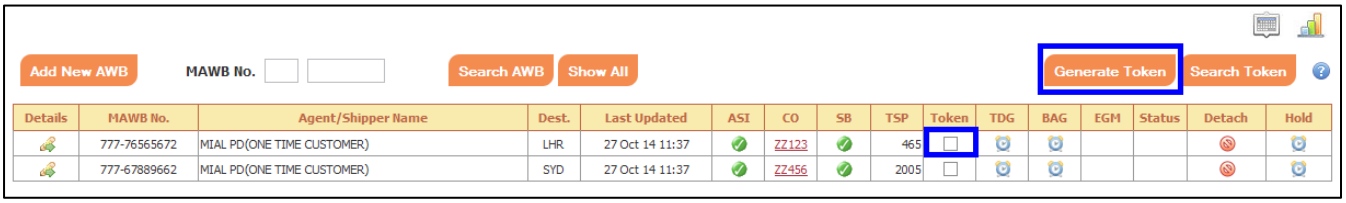


Figure 16: Airport → Switch to Exports

2. For selecting the AWB No. for generation of VT, select the checkbox as highlighted in the above figure and click on Generate Token button
3. User will be navigated to **Generate Token** screen as shown in the figure below:

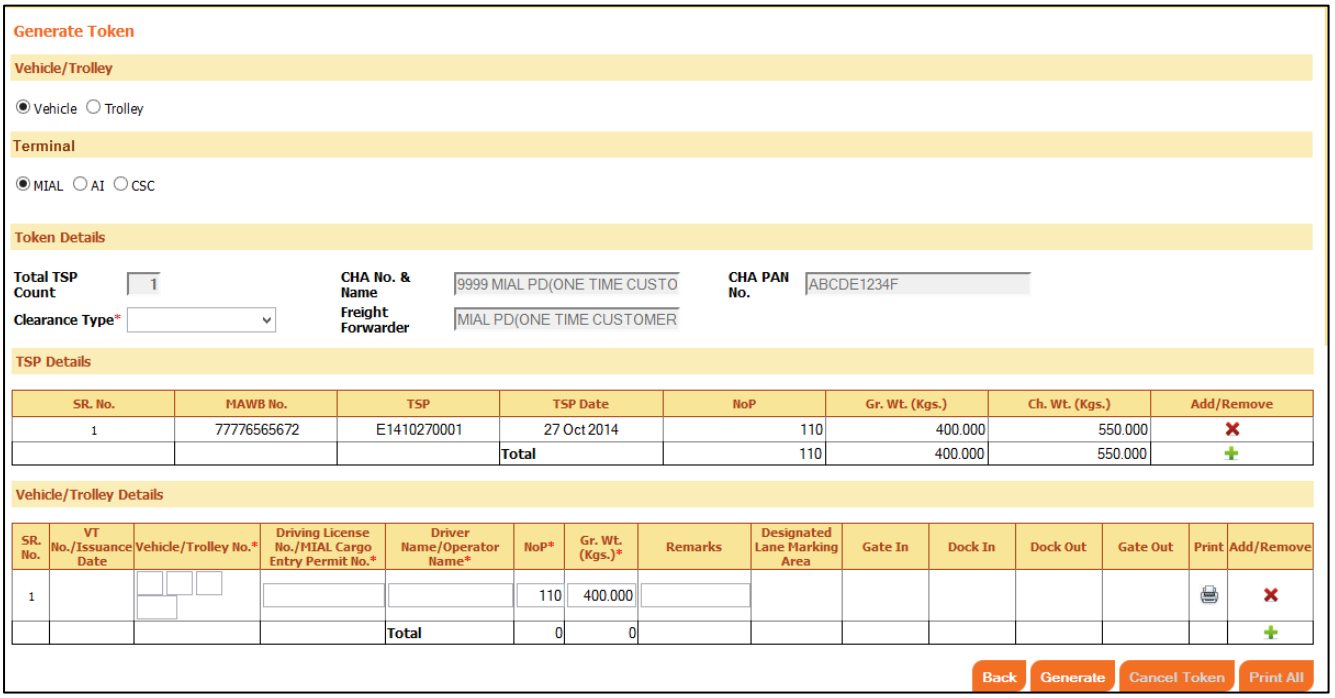


Figure 17: Generate Token

4. Details of selected MAWBs will appear in 'TSP Details' section
5. All the fields appearing in 'TSP Details' grid are only for reference view
6. It is mandatory to select appropriate 'Clearance Type'
7. User needs to click Back button to remove the selected TSP from VT generation process
8. In 'Vehicle/Trolley Details' section, user needs to enter appropriate data in following fields:
   - ✓ Vehicle/Trolley No.

- ✓ Driver's License No./MIAL Cargo Entry Permit No.
- ✓ Driver Name/Operator Name
- ✓ Remarks, if any

9. Click 'Add' icon ( ) to add a new vehicle record. A new row will be added to 'Vehicle/Trolley Details' grid
10. Total number of pieces & and total gross wt. in 'TSP Details' section & 'Vehicle/Trolley Details' section should match as shown in the figure below:

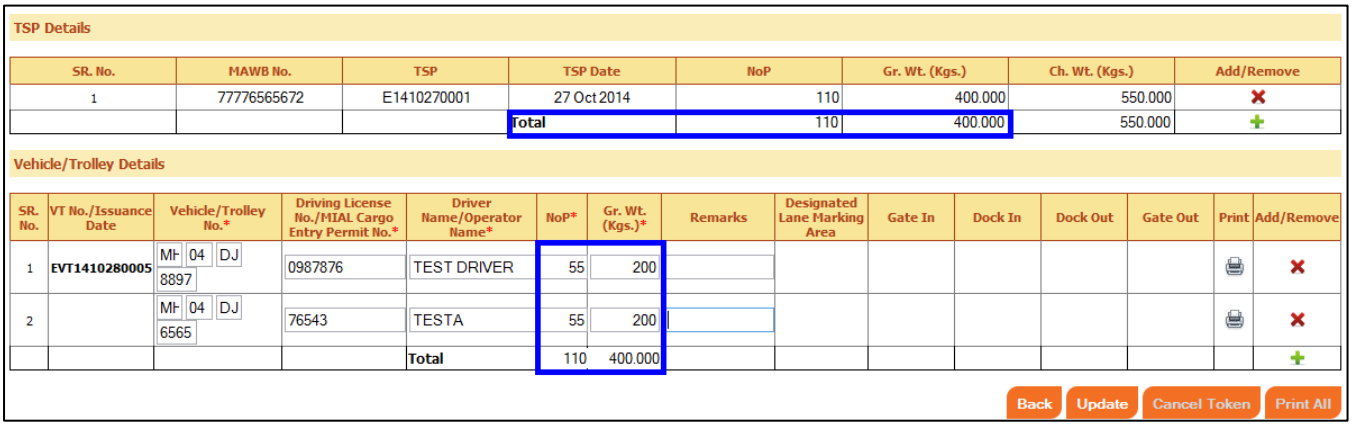


Figure 18: Generate Token screen

11. System will not allow the user to generate VT number if the total pieces and total gross weight do not match with total pieces and total gross weight of selected TSP
12. Click 'Remove' icon ( ) to delete vehicle record. User can use this functionality only if more than one vehicle record exist in 'Vehicle/Trolley Details' section
13. After entering all the mandatory details required for token generation, click Generate button
14. Vehicle token number will be generated. A success pop-up will appear on the screen as shown in the figure below:

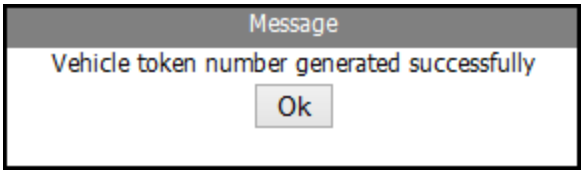
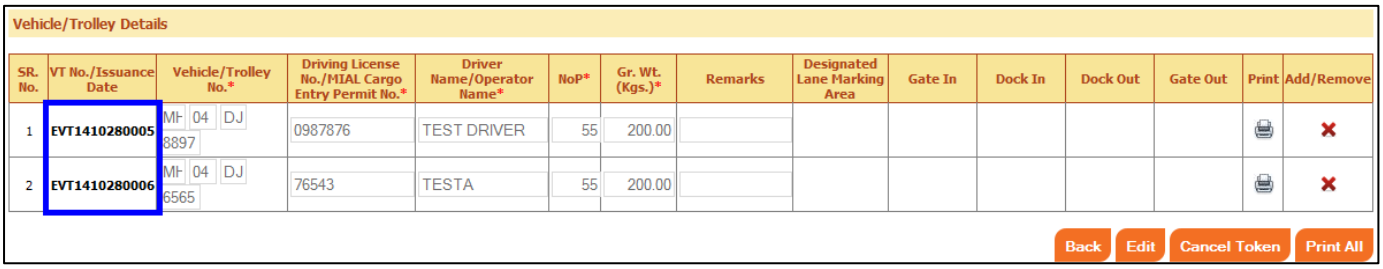


Figure 19: Success Pop-up

15. Vehicle token number can be viewed in 'Vehicle/Trolley Details' as highlighted in the figure below:



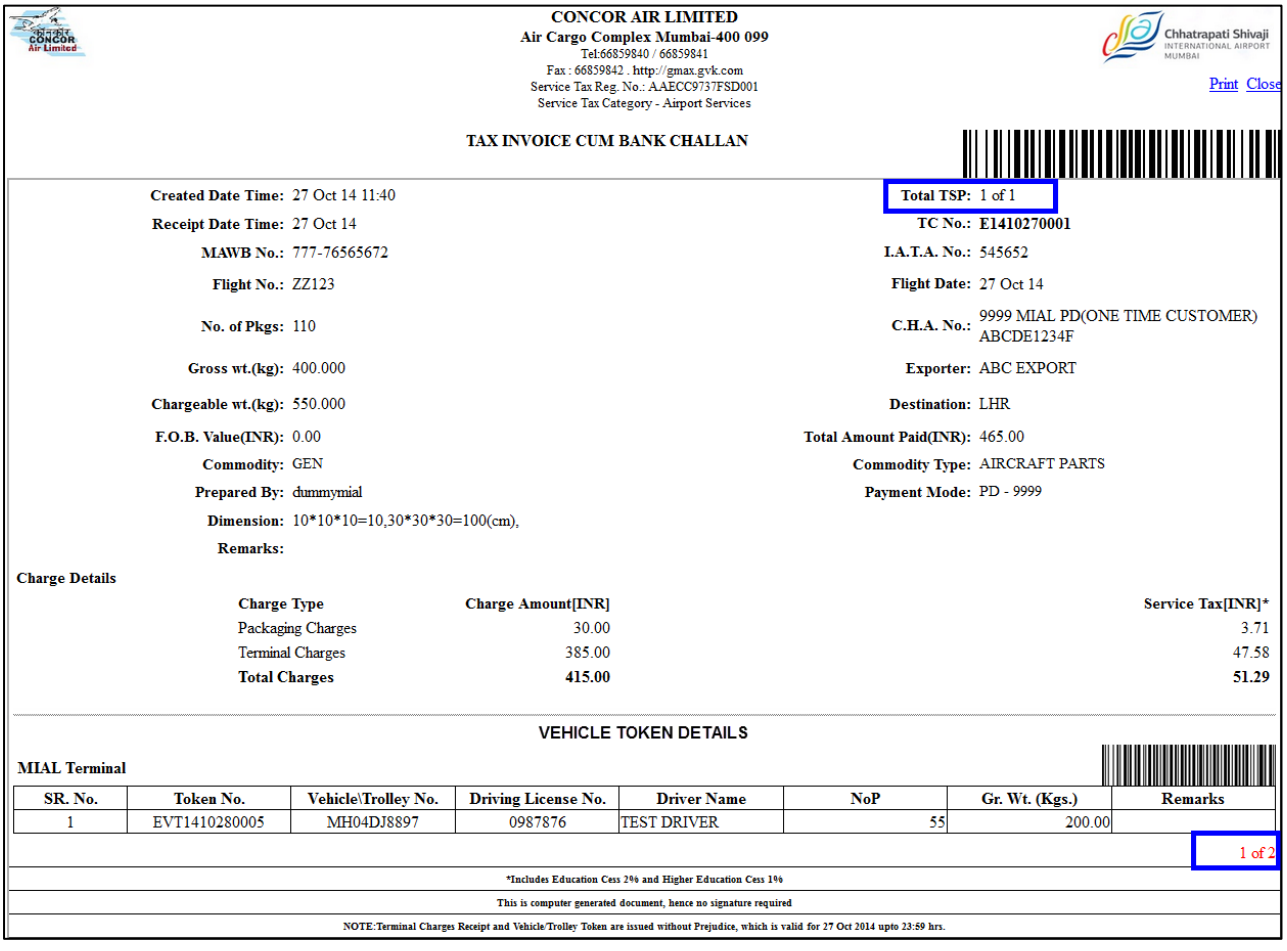
Vehicle/Trolley Details

SR. No.	VT No./Issuance Date	Vehicle/Trolley No.*	Driving License No./MIAL Cargo Entry Permit No.*	Driver Name/Operator Name*	NoP*	Gr. Wt. (Kgs.)*	Remarks	Designated Lane Marking Area	Gate In	Dock In	Dock Out	Gate Out	Print	Add/Remove
1	EVT1410280005	MH 04 DJ 8897	0987876	TEST DRIVER	55	200.00								
2	EVT1410280006	MH 04 DJ 6565	76543	TESTA	55	200.00								

Back | Edit | Cancel Token | Print All

Figure 20: Generate Token screen

16. Vehicle Token No. (VT No. with date time stamp) /Issuance date will be displayed once token is generated in 'VT No./Issuance Date' field
17. Click 'Print' icon ( ) located against a particular vehicle record to print token number for that particular vehicle
18. Print All button will be enabled once VT number is generated successfully for each vehicle
19. Click Print All button to view preview the prints of VT number along with the selected TSP as shown in the figure below:



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TAX INVOICE CUM BANK CHALLAN

Created Date Time:	27 Oct 14 11:40	**Total TSP:**	1 of 1
Receipt Date Time:	27 Oct 14	**TC No.:**	**E1410270001**
MAWB No.:	777-76565672	**I.A.T.A. No.:**	545652
Flight No.:	ZZ123	**Flight Date:**	27 Oct 14
No. of Pkgs:	110	**C.H.A. No.:**	9999 MIAL PD(ONE TIME CUSTOMER) ABCDE1234F
Gross wt.(kg):	400.000	**Exporter:**	ABC EXPORT
Chargeable wt.(kg):	550.000	**Destination:**	LHR
F.O.B. Value(INR):	0.00	**Total Amount Paid(INR):**	465.00
Commodity:	GEN	**Commodity Type:**	AIRCRAFT PARTS
Prepared By:	dummymial	**Payment Mode:**	PD - 9999
Dimension:	10*10*10=10,30*30*30=100(cm),		
Remarks:			

Charge Details

Charge Type	Charge Amount[INR]	Service Tax[INR]*
Packaging Charges	30.00	3.71
Terminal Charges	385.00	47.58
Total Charges	**415.00**	**51.29**

VEHICLE TOKEN DETAILS

MIAL Terminal

SR. No.	Token No.	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410280005	MH04DJ8897	0987876	TEST DRIVER	55	200.00	

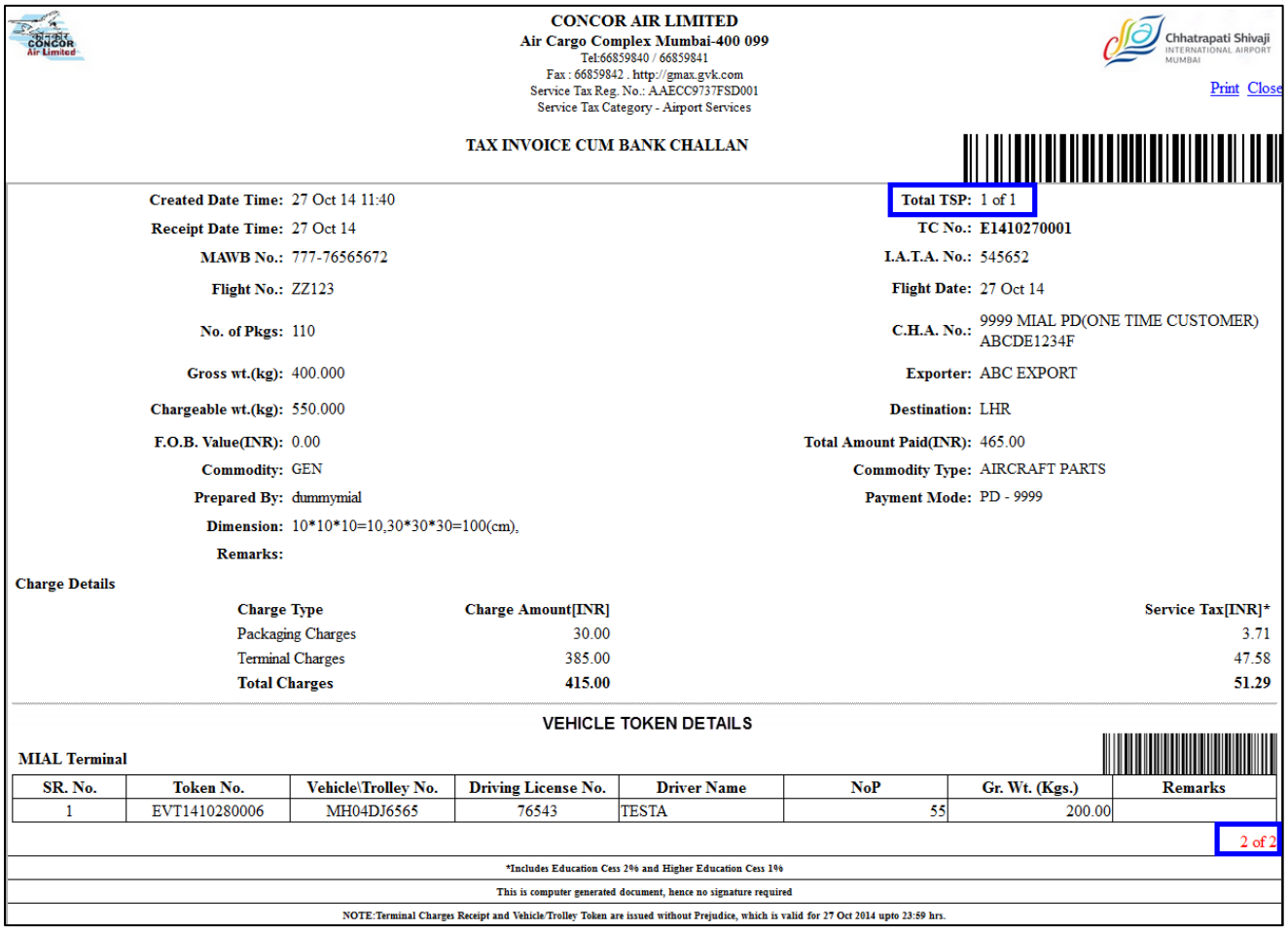
1 of 2

*Includes Education Cess 2% and Higher Education Cess 1%

This is computer generated document, hence no signature required

NOTE:Terminal Charges Receipt and Vehicle/Trolley Token are issued without Prejudice, which is valid for 27 Oct 2014 upto 23:59 hrs.

Figure 21: Vehicle Token Print for Vehicle No. 1



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TAX INVOICE CUM BANK CHALLAN

Created Date Time:	27 Oct 14 11:40	**Total TSP:**	1 of 1
Receipt Date Time:	27 Oct 14	**TC No.:**	**E1410270001**
MAWB No.:	777-76565672	**I.A.T.A. No.:**	545652
Flight No.:	ZZ123	**Flight Date:**	27 Oct 14
No. of Pkgs:	110	**C.H.A. No.:**	9999 MIAL PD(ONE TIME CUSTOMER) ABCDE1234F
Gross wt.(kg):	400.000	**Exporter:**	ABC EXPORT
Chargeable wt.(kg):	550.000	**Destination:**	LHR
F.O.B. Value(INR):	0.00	**Total Amount Paid(INR):**	465.00
Commodity:	GEN	**Commodity Type:**	AIRCRAFT PARTS
Prepared By:	dummymial	**Payment Mode:**	PD - 9999
Dimension:	10*10*10=10,30*30*30=100(cm),		
Remarks:			

Charge Details

Charge Type	Charge Amount[INR]	Service Tax[INR]*
Packaging Charges	30.00	3.71
Terminal Charges	385.00	47.58
Total Charges	**415.00**	**51.29**

VEHICLE TOKEN DETAILS

MIAL Terminal

SR. No.	Token No.	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410280006	MH04DJ6565	76543	TESTA	55	200.00	

2 of 2

*Includes Education Cess 2% and Higher Education Cess 1%

This is computer generated document, hence no signature required

NOTE:Terminal Charges Receipt and Vehicle/Trolley Token are issued without Prejudice, which is valid for 27 Oct 2014 upto 23:59 hrs.

Figure 22: Vehicle Token Print for Vehicle No. 2

3. Trolley Token Generation

Agents can generate an online token number for trolley(s) by using GMAX portal

Pre-requisites for generating token number are as follows:

- ✓ Terminal Storage Processing (TSP) must be generate for an Air WayBill(s) (AWB) for whom token number is to be generated
- ✓ Total gross weight of shipment in the trolley must be less than or equal to 250 Kgs
- ✓ Weight of single piece in the trolley must be less than or equal to 50 Kgs
- ✓ A unique token number must be generated for every TSP

3.1. Trolley Token Generation

User can generate trolley token for a valid TSP(s) using any of the following combinations:

- ✓ Single TSP in single trolley
- ✓ Multiple TSPs in single trolley
- ✓ Single TSP in multiple trolleys

Please Note

Generating trolley token for multiple TSPs in trolleys will not be allowed by the system

Application will not allow to generate trolley token after 15:15 HRS

3.1.1. Single TSP in single trolley

To generate trolley token number for a single TSP, user needs to follow the steps mentioned below:

1. By default, user will be directed to **Airport** tab as shown in the figure below:

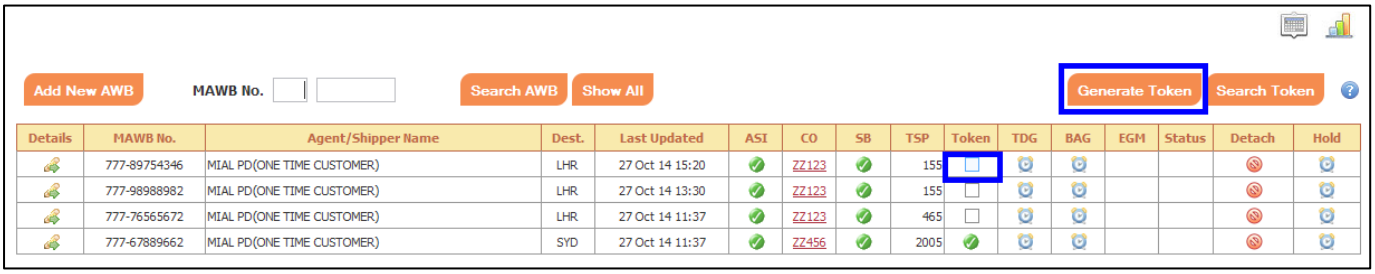


Figure 23: Airport → Switch to Exports

2. For generating trolley token for a particular TSP, select the checkbox and click on Generate Token button as highlighted in the above figure
3. User will be navigated to **Generate Token** screen as shown in the figure below:

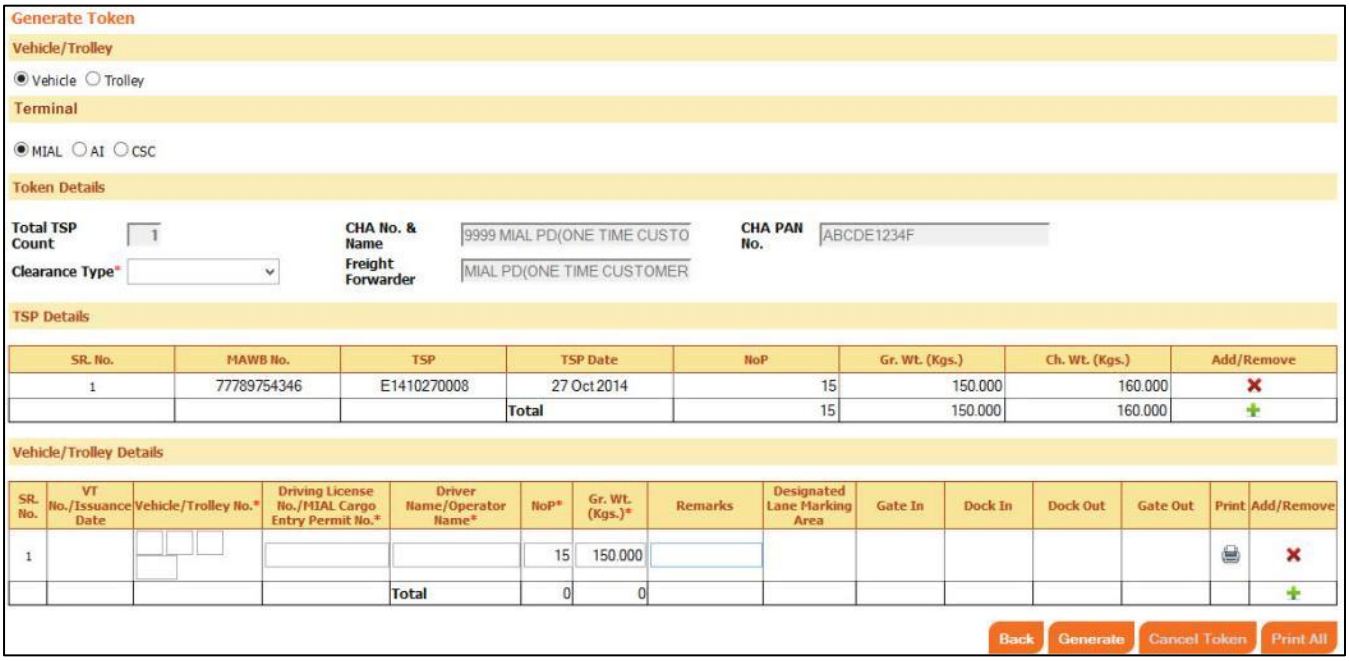


Figure 24: Generate Token

4. User needs to select option ‘Trolley’
5. It is mandatory to select appropriate ‘Clearance Type’
6. Details of selected MAWB no. will appear in ‘TSP Details grid’
7. All the fields in this grid viz. ‘MAWB No.’, ‘TSP’, ‘TSP Date’, ‘NOP’, ‘Gr. Wt.’ and ‘Ch. Wt.’ are only for reference view

8. User needs to click Back button to remove the selected TSP from trolley token generation process
9. In 'Vehicle/Trolley Details' section, user needs to enter appropriate data in following fields:
   - ✓ Vehicle/Trolley No.
   - ✓ Driver's License No./MIAL Cargo Entry Permit No.: Enter entry permit number of the person who will bring the shipment loaded on the trolley
   - ✓ Driver Name/Operator Name
   - ✓ Remarks, if any
10. To remove single existing record, user needs to click on Back button without saving the details
11. After entering all the mandatory details required for token generation, click Generate button
12. Once trolley token is generated, a success pop-up will appear on the screen as shown in the figure below:

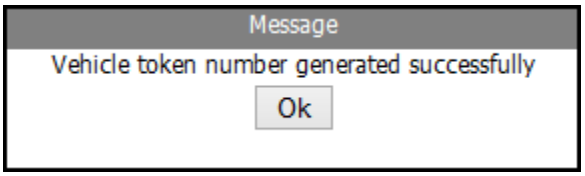


Figure 25: Success Pop-up

13. Trolley Token No. (Number with date time stamp) /Issuance date will be displayed once token is generated in 'VT No./Issuance Date' field

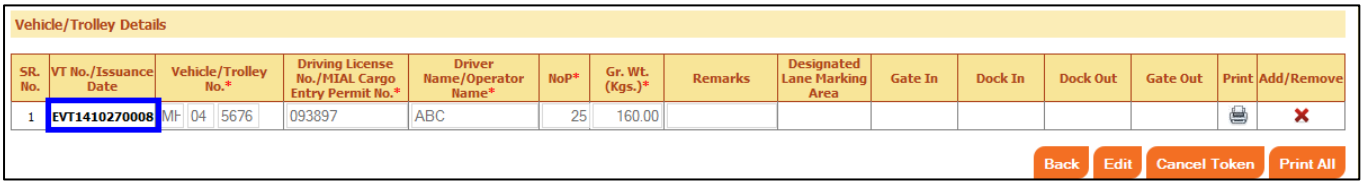
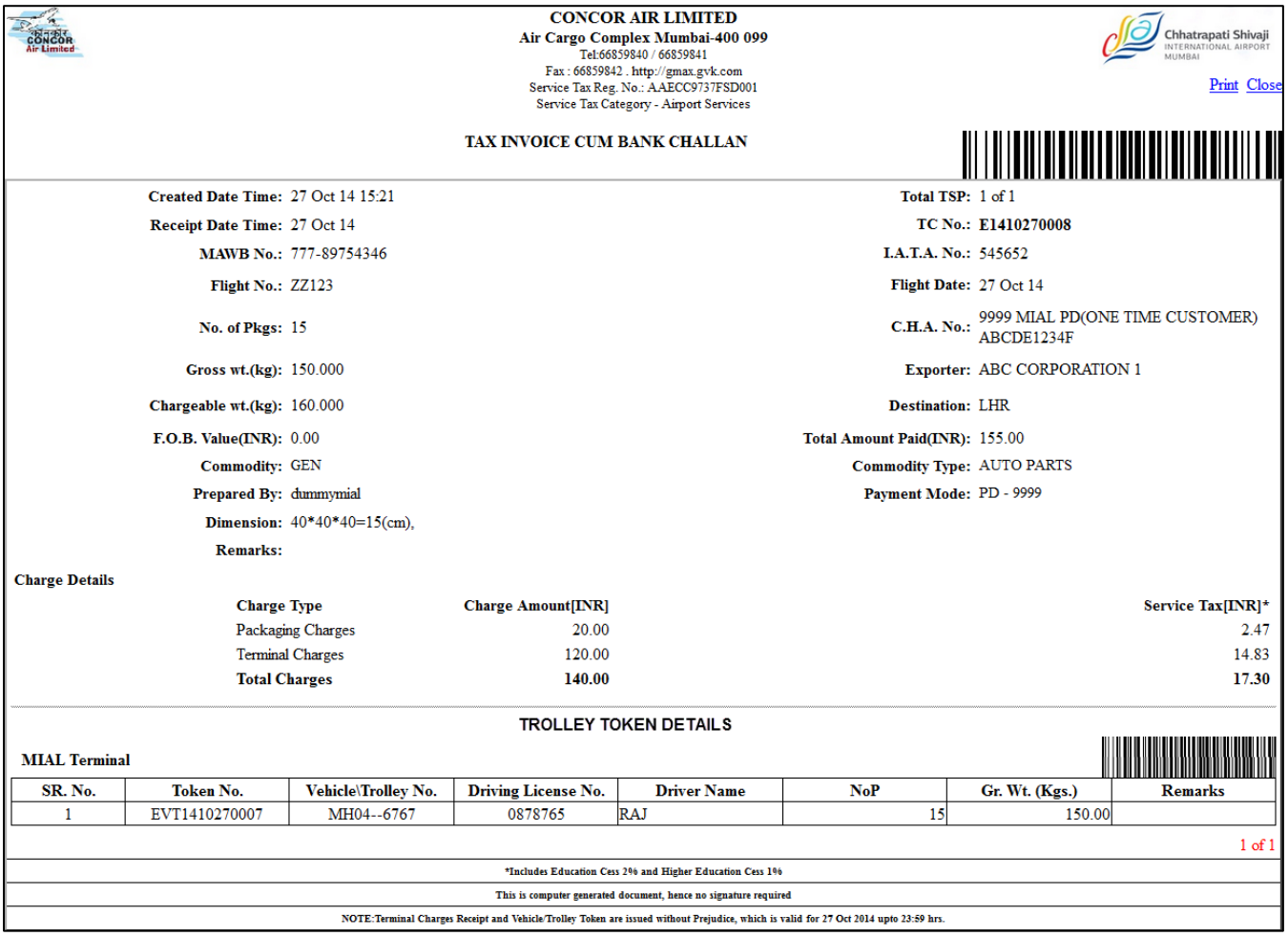


Figure 26: Generate Token screen

14. Total gross weight of shipment in the trolley must be less than or equal to 250 Kgs
15. Weight of single piece in the trolley must be less than or equal to 50 Kgs
16. If any of the above mentioned conditions is not fulfilled, system will not allow the user to generate token number for a trolley
17. An alert message will be displayed on the screen as shown in the figure below:

Figure 27: Alert pop-up

18. Click 'Print' icon ( ) located against a particular vehicle record to print token number for that particular trolley
19. Print All button will be enabled once trolley token is generated successfully
20. Click Print All button to view the preview of trolley token print along with the selected TSP as shown in the figure below:



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TAX INVOICE CUM BANK CHALLAN

Created Date Time:	27 Oct 14 15:21	**Total TSP:**	1 of 1
Receipt Date Time:	27 Oct 14	**TC No.:**	**E1410270008**
MAWB No.:	777-89754346	**I.A.T.A. No.:**	545652
Flight No.:	ZZ123	**Flight Date:**	27 Oct 14
No. of Pkgs:	15	**C.H.A. No.:**	9999 MIAL PD(ONE TIME CUSTOMER) ABCDE1234F
Gross wt.(kg):	150.000	**Exporter:**	ABC CORPORATION 1
Chargeable wt.(kg):	160.000	**Destination:**	LHR
F.O.B. Value(INR):	0.00	**Total Amount Paid(INR):**	155.00
Commodity:	GEN	**Commodity Type:**	AUTO PARTS
Prepared By:	dummymial	**Payment Mode:**	PD - 9999
Dimension:	40*40*40=15(cm),		
Remarks:			

Charge Details

Charge Type	Charge Amount[INR]	Service Tax[INR]*
Packaging Charges	20.00	2.47
Terminal Charges	120.00	14.83
Total Charges	**140.00**	**17.30**

TROLLEY TOKEN DETAILS

MIAL Terminal

SR. No.	Token No.	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410270007	MH04--6767	0878765	RAJ	15	150.00	

1 of 1

*Includes Education Cess 2% and Higher Education Cess 1%

This is computer generated document, hence no signature required

NOTE:Terminal Charges Receipt and Vehicle/Trolley Token are issued without Prejudice, which is valid for 27 Oct 2014 upto 23:59 hrs.

Figure 28: Trolley Token Print

3.1.2. Multiple TSPs in single trolley

To generate token for multiples TSPs which will be placed in a single trolley, user needs to follow the steps mentioned below:

1. By default, user will be directed to **Airport** tab as shown in the figure below:

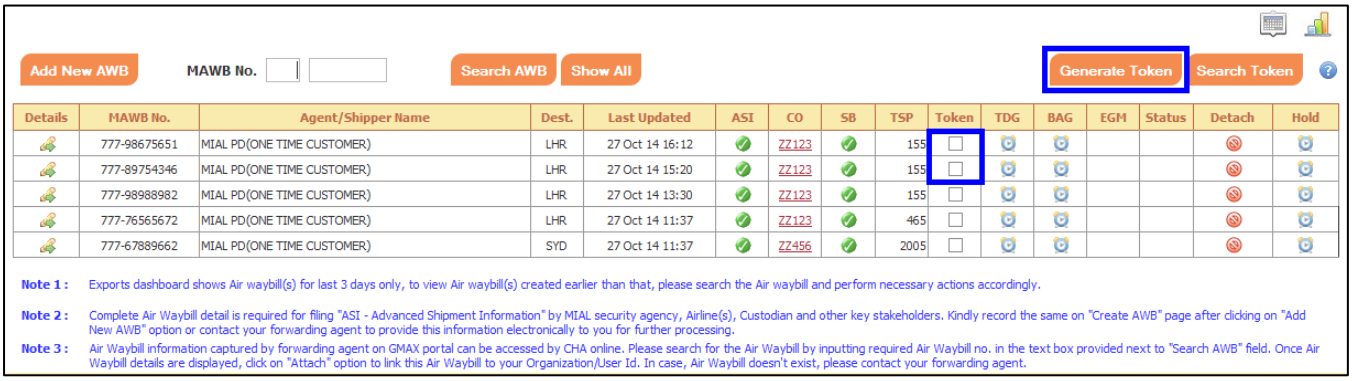

Add New AWB
MAWB No.
Search AWB
Show All
Generate Token
Search Token
Details
MAWB No.
Agent/Shipper Name
Dest.
Last Updated
ASI
CO
SB
TSP
Token
TDG
BAG
EGM
Status
Detach
Hold
777-98675651 MIAL PD(ONE TIME CUSTOMER) LHR 27 Oct 14 16:12 ZZ123 155
777-89754346 MIAL PD(ONE TIME CUSTOMER) LHR 27 Oct 14 15:20 ZZ123 155
777-98988982 MIAL PD(ONE TIME CUSTOMER) LHR 27 Oct 14 13:30 ZZ123 155
777-76565672 MIAL PD(ONE TIME CUSTOMER) LHR 27 Oct 14 11:37 ZZ123 465
777-67889662 MIAL PD(ONE TIME CUSTOMER) SYD 27 Oct 14 11:37 ZZ456 2005
Note 1 : Exports dashboard shows Air waybill(s) for last 3 days only, to view Air waybill(s) created earlier than that, please search the Air waybill and perform necessary actions accordingly.
Note 2 : Complete Air Waybill detail is required for filing "ASI - Advanced Shipment Information" by MIAL security agency, Airline(s), Custodian and other key stakeholders. Kindly record the same on "Create AWB" page after clicking on "Add New AWB" option or contact your forwarding agent to provide this information electronically to you for further processing.
Note 3 : Air Waybill information captured by forwarding agent on GMAX portal can be accessed by CHA online. Please search for the Air Waybill by inputting required Air Waybill no. in the text box provided next to "Search AWB" field. Once Air Waybill details are displayed, click on "Attach" option to link this Air Waybill to your Organization/User Id. In case, Air Waybill doesn't exist, please contact your forwarding agent.

Figure 29: Airport → Switch to Exports

2. For generating token number, select the checkboxes and click on button as highlighted in the above figure

3. User will be navigated to **Generate Token** screen as shown in the figure below:

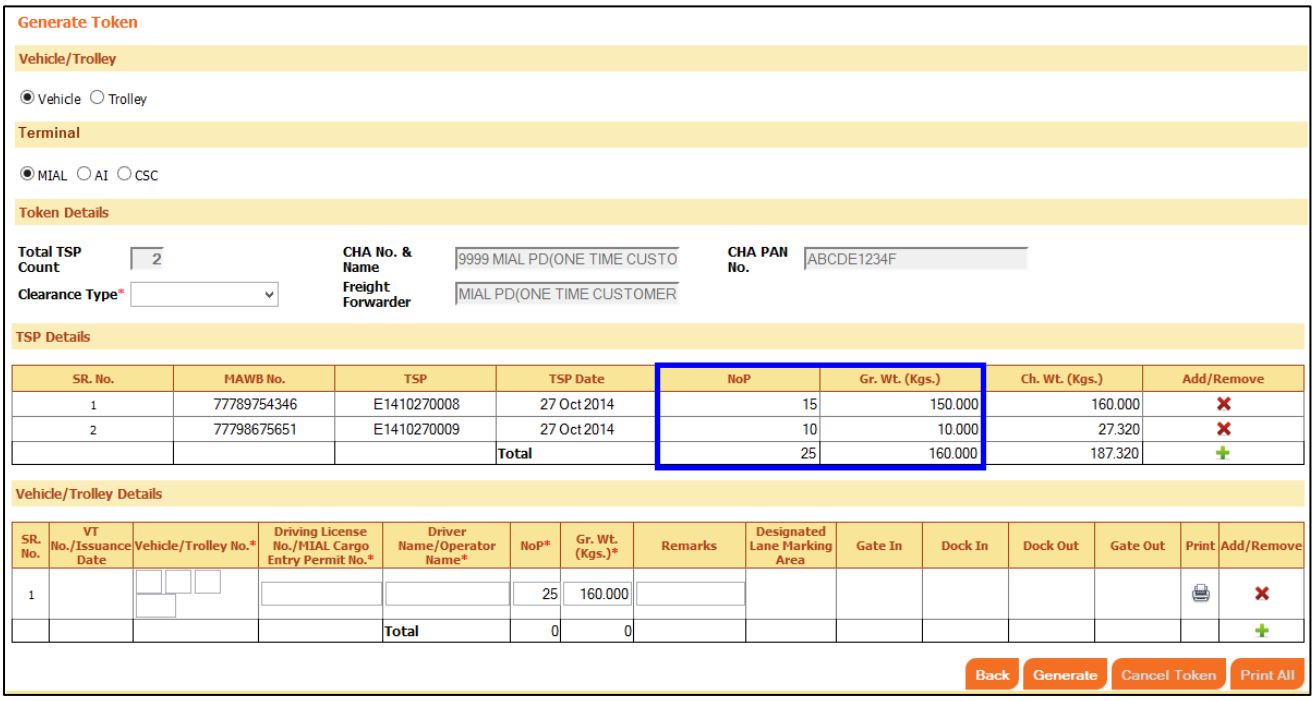
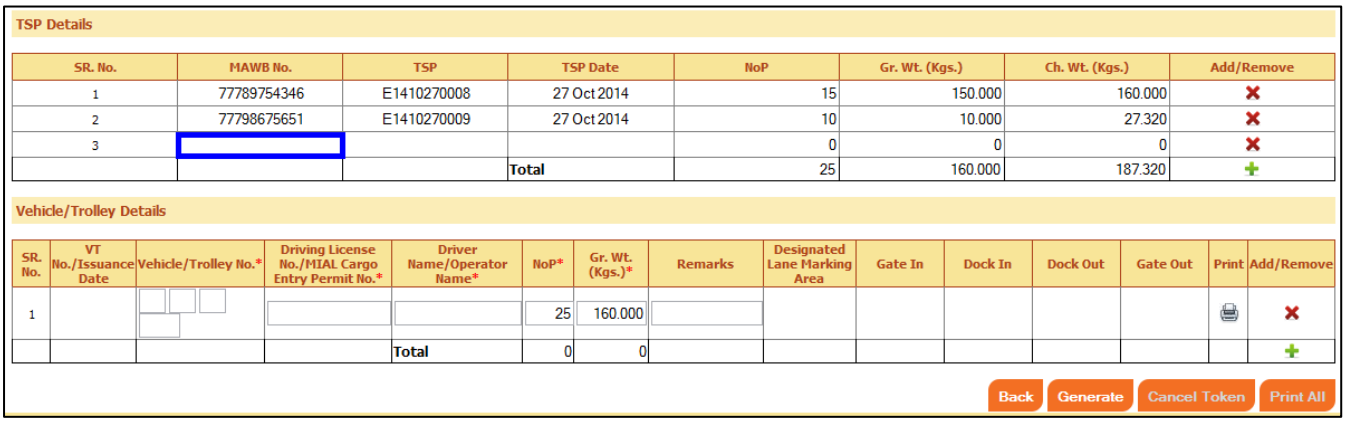


Figure 30: Generate Token

4. Details of selected MAWBs will appear in 'TSP Details' section
5. All the fields appearing in 'TSP Details' grid are only for reference view

6. It is mandatory to select appropriate 'Clearance Type'
7. Click 'Remove' icon (✖) to remove the TSP from token generation process
8. Click 'Add' icon (⊕) to add a new TSP record. A new row will be added to 'TSP Details' grid



TSP Details

SR. No.	MAWB No.	TSP	TSP Date	NoP	Gr. Wt. (Kgs.)	Ch. Wt. (Kgs.)	Add/Remove
1	77789754346	E1410270008	27 Oct 2014	15	150.000	160.000	✖
2	77798675651	E1410270009	27 Oct 2014	10	10.000	27.320	✖
3				0	0	0	✖
			Total	25	160.000	187.320	✚

Vehicle/Trolley Details

SR. No.	VT No./Issuance Date	Vehicle/Trolley No.*	Driving License No./MIAL Cargo Entry Permit No.*	Driver Name/Operator Name*	NoP*	Gr. Wt. (Kgs.)*	Remarks	Designated Lane Marking Area	Gate In	Dock In	Dock Out	Gate Out	Print	Add/Remove
1					25	160.000							🖶	✖
				Total	0	0								✚

Back | Generate | Cancel Token | Print All

Figure 31: Generate Token screen

9. User needs to enter 'MAWB No.' for which trolley token needs to be generated
10. After entering appropriate MAWB No. move to the next field. TSP details of the MAWB will appear in 'TSP Details' grid
11. In 'Vehicle/Trolley Details' section, user needs to enter appropriate data in following fields:
    - ✓ Vehicle/Trolley No.
    - ✓ Driver's License No./MIAL Cargo Entry Permit No.
    - ✓ Driver Name/Operator Name
    - ✓ Remarks, if any
12. Total number of pieces & and total gross wt. in 'TSP Details' section & 'Vehicle/Trolley Details' section should match
13. System will not allow the user to generate a trolley token if total pieces and total gross weight do not match with total pieces and total gross weight of selected TSP
14. After entering all the mandatory details required for token generation, click Generate button
15. Once trolley token is generated, a success pop-up will appear on the screen as shown in the figure below:

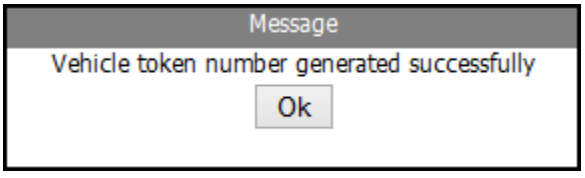
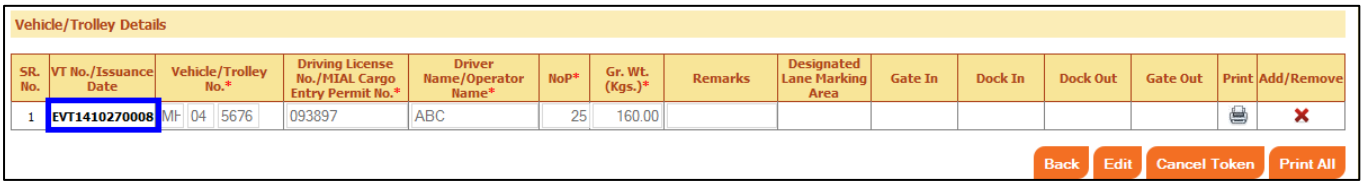


Figure 32: Success Pop-up

16. Trolley Token No. (Number with date time stamp) /Issuance date will be displayed once token is generated in 'VT No./Issuance Date' field



Vehicle/Trolley Details

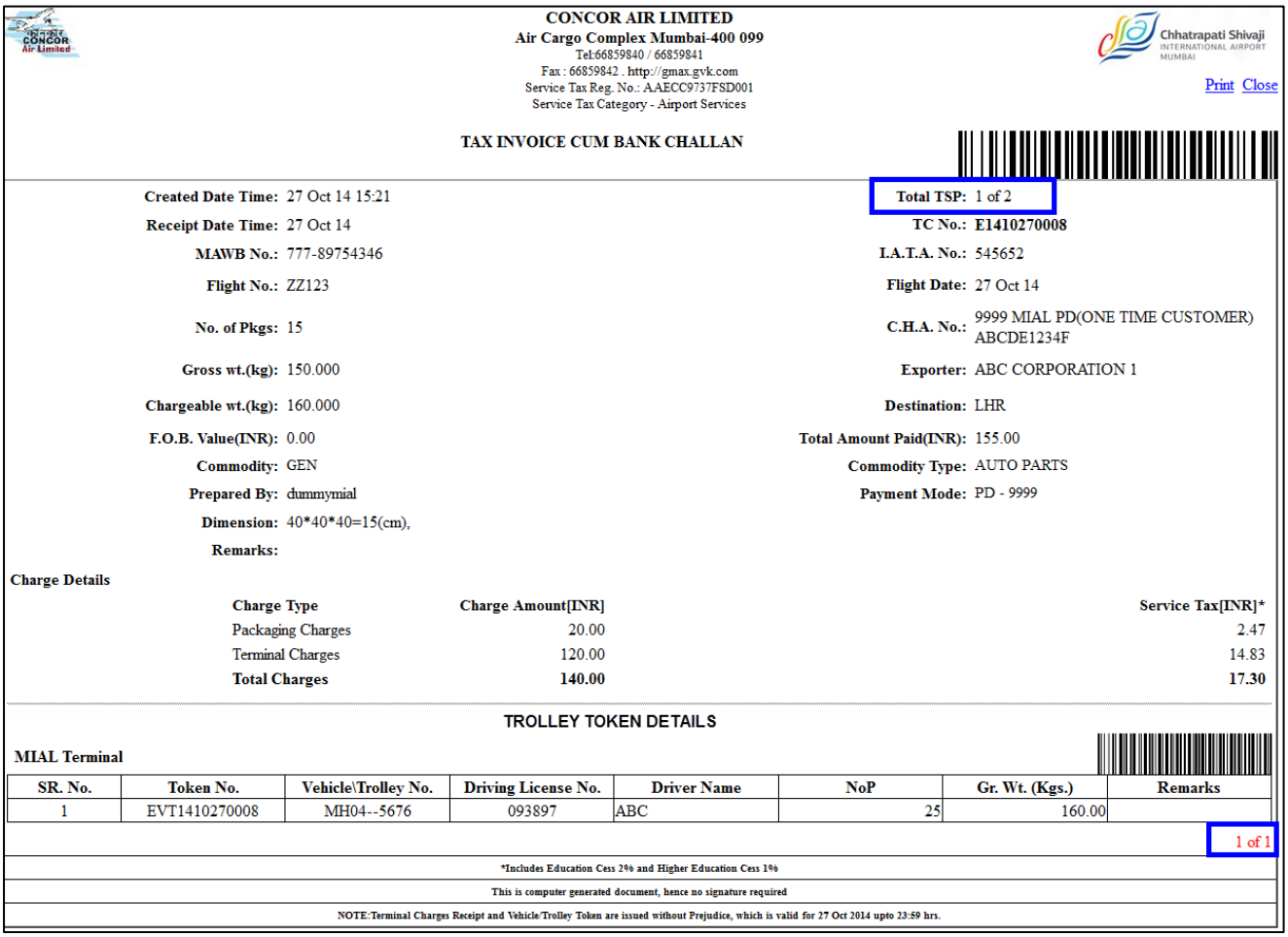
SR. No.	VT No./Issuance Date	Vehicle/Trolley No.*	Driving License No./MIAL Cargo Entry Permit No.*	Driver Name/Operator Name*	NoP*	Gr. Wt. (Kgs.)*	Remarks	Designated Lane Marking Area	Gate In	Dock In	Dock Out	Gate Out	Print	Add/Remove
1	EVT1410270008	MH 04 5676	093897	ABC	25	160.00								

Back | Edit | Cancel Token | Print All

Figure 33: Generate Token screen

17. Click 'Print' icon ( ) located against a particular trolley record to print token number for that particular trolley

18. Click Print All button to view preview the prints of trolley token number along with the selected TSPs as shown in the figure below:



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TAX INVOICE CUM BANK CHALLAN

Created Date Time:	27 Oct 14 15:21	**Total TSP:**	1 of 2
Receipt Date Time:	27 Oct 14	**TC No.:**	**E1410270008**
MAWB No.:	777-89754346	**I.A.T.A. No.:**	545652
Flight No.:	ZZ123	**Flight Date:**	27 Oct 14
No. of Pkgs:	15	**C.H.A. No.:**	9999 MIAL PD(ONE TIME CUSTOMER) ABCDE1234F
Gross wt.(kg):	150.000	**Exporter:**	ABC CORPORATION 1
Chargeable wt.(kg):	160.000	**Destination:**	LHR
F.O.B. Value(INR):	0.00	**Total Amount Paid(INR):**	155.00
Commodity:	GEN	**Commodity Type:**	AUTO PARTS
Prepared By:	dummymial	**Payment Mode:**	PD - 9999
Dimension:	40*40*40=15(cm),		
Remarks:			

Charge Details

Charge Type	Charge Amount[INR]	Service Tax[INR]*
Packaging Charges	20.00	2.47
Terminal Charges	120.00	14.83
Total Charges	**140.00**	**17.30**

TROLLEY TOKEN DETAILS

MIAL Terminal

SR. No.	Token No.	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410270008	MH04--5676	093897	ABC	25	160.00	

1 of 1

*Includes Education Cess 2% and Higher Education Cess 1%

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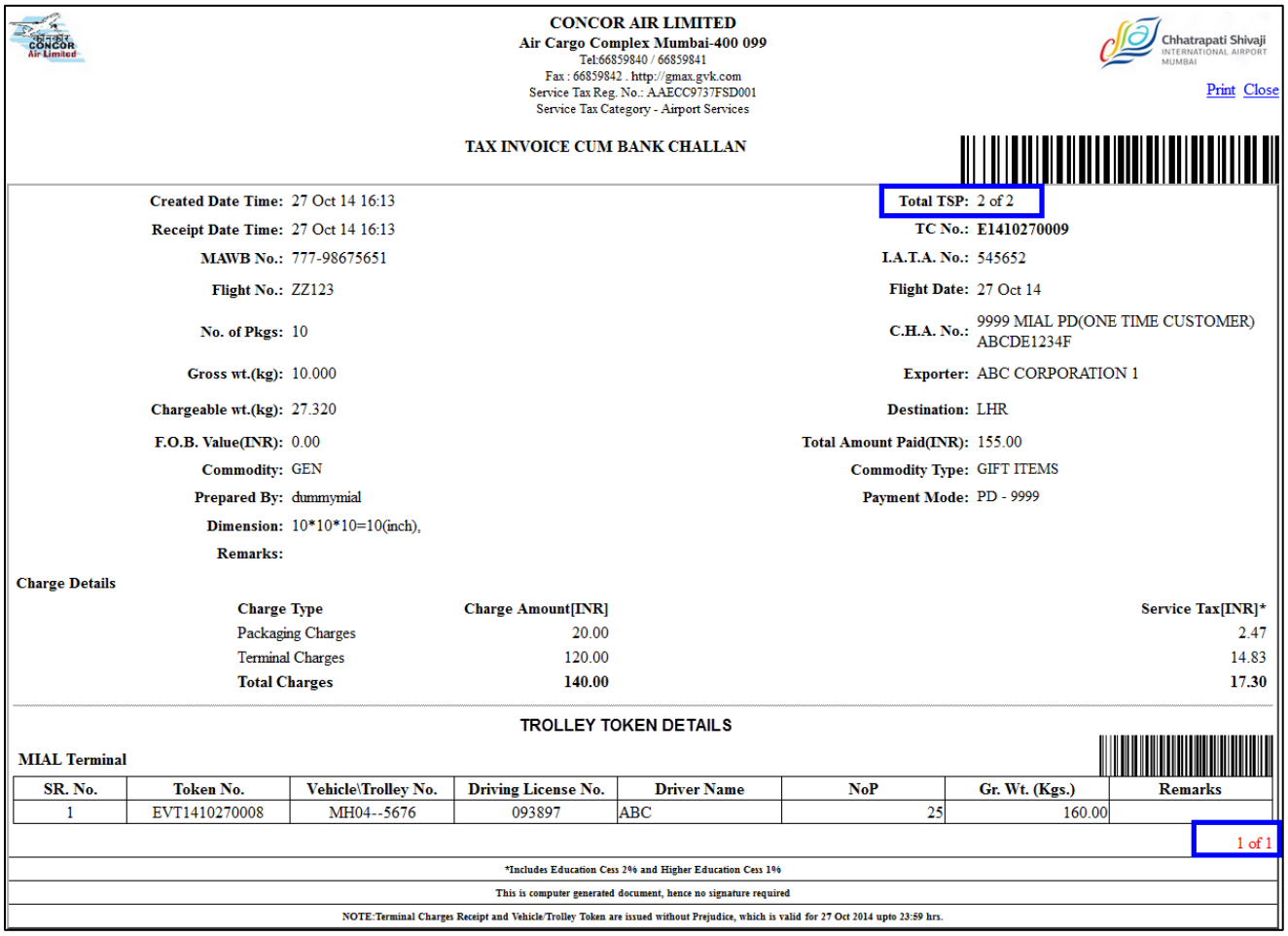
NOTE:Terminal Charges Receipt and Vehicle/Trolley Token are issued without Prejudice, which is valid for 27 Oct 2014 upto 23:59 hrs.

Figure 34: Trolley Token Print for TSP No. 1



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TAX INVOICE CUM BANK CHALLAN

Created Date Time:	27 Oct 14 16:13	**Total TSP:**	2 of 2
Receipt Date Time:	27 Oct 14 16:13	**TC No.:**	**E1410270009**
MAWB No.:	777-98675651	**I.A.T.A. No.:**	545652
Flight No.:	ZZ123	**Flight Date:**	27 Oct 14
No. of Pkgs:	10	**C.H.A. No.:**	9999 MIAL PD(ONE TIME CUSTOMER) ABCDE1234F
Gross wt.(kg):	10.000	**Exporter:**	ABC CORPORATION 1
Chargeable wt.(kg):	27.320	**Destination:**	LHR
F.O.B. Value(INR):	0.00	**Total Amount Paid(INR):**	155.00
Commodity:	GEN	**Commodity Type:**	GIFT ITEMS
Prepared By:	dummymial	**Payment Mode:**	PD - 9999
Dimension:	10*10*10=10(inch),		
Remarks:			

Charge Details

Charge Type	Charge Amount[INR]	Service Tax[INR]*
Packaging Charges	20.00	2.47
Terminal Charges	120.00	14.83
Total Charges	**140.00**	**17.30**

TROLLEY TOKEN DETAILS

MIAL Terminal

SR. No.	Token No.	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410270008	MH04--5676	093897	ABC	25	160.00	

1 of 1

*Includes Education Cess 2% and Higher Education Cess 1%

This is computer generated document, hence no signature required

NOTE:Terminal Charges Receipt and Vehicle/Trolley Token are issued without Prejudice, which is valid for 27 Oct 2014 upto 23:59 hrs.

Figure 35: Trolley Token Print for TSP No. 2

3.1.3. Single TSP in multiple trolleys

Sometimes, a shipment with single TSP is loaded in more than one trolley. To generate token for multiple trolleys, user needs to follow the steps mentioned below:

1. By default, user will be directed to **Airport** tab as shown in the figure below:

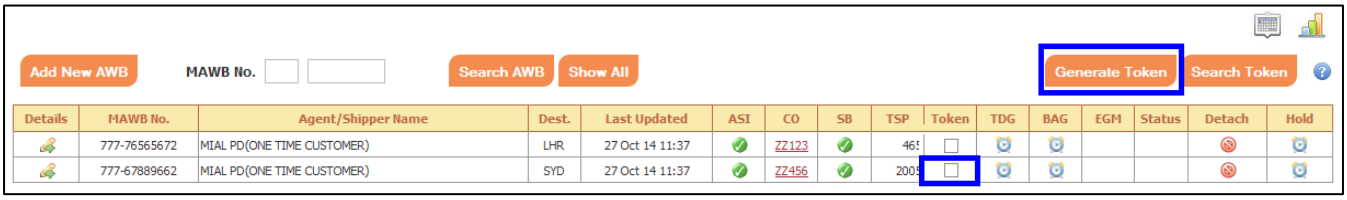


Figure 36: Airport → Switch to Exports

2. For generating trolley token for a particular TSP, select the checkbox and click on Generate Token button as highlighted in the above figure
3. User will be navigated to **Generate Token** screen as shown in the figure below:

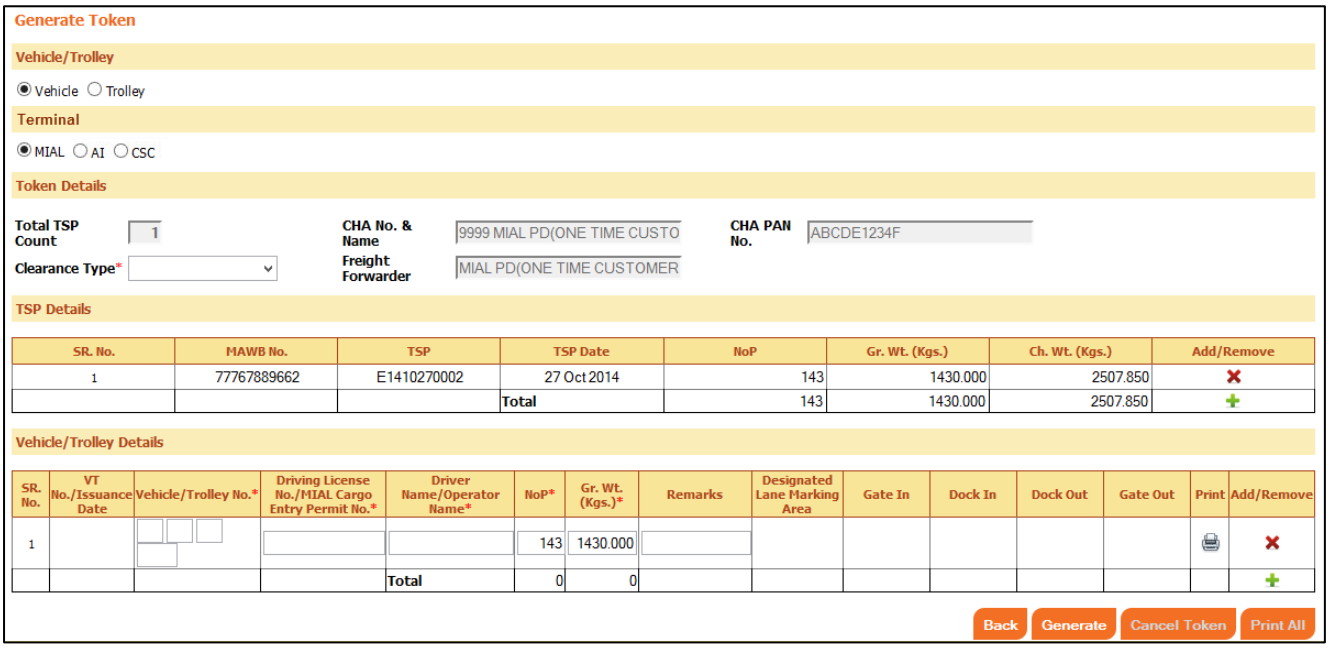


Figure 37: Generate Token

4. Details of selected MAWBs will appear in 'TSP Details' section
5. All the fields appearing in 'TSP Details' grid are only for reference view
6. It is mandatory to select appropriate 'Clearance Type'
7. User needs to click Back button to remove the selected TSP from token generation process
8. In 'Vehicle/Trolley Details' section, user needs to enter appropriate data in following fields:
   - ✓ Vehicle/Trolley No.

- ✓ Driver's License No./MIAL Cargo Entry Permit No.
- ✓ Driver Name/Operator Name
- ✓ Remarks, if any

9. Total number of pieces & and total gross wt. in 'TSP Details' section & 'Vehicle/Trolley Details' section should match
10. System will not allow the user to generate trolley token if the total pieces and total gross weight do not match with total pieces and total gross weight of selected TSP
11. Click 'Add' icon ( ) to add a new a new vehicle record. A new row will be added to 'Vehicle/Trolley Details' grid
12. Click 'Remove' icon ( ) to delete vehicle record. User can use this functionality only if more than one vehicle record exist in 'Vehicle/Trolley Details' section
13. While entering details for multiple trolleys, user must see to it that total gross weight of shipment in each trolley must be less than or equal to 250 Kgs
14. After entering all the mandatory details required for token generation, click Generate button
15. Trolley token will be generated. A success pop-up will appear on the screen as shown in the figure below:

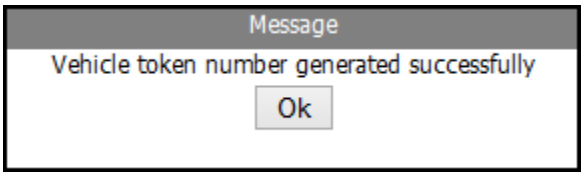


Figure 38: Success Pop-up

16. Trolley token number can be viewed in 'Vehicle/Trolley Details' as highlighted in the figure below:

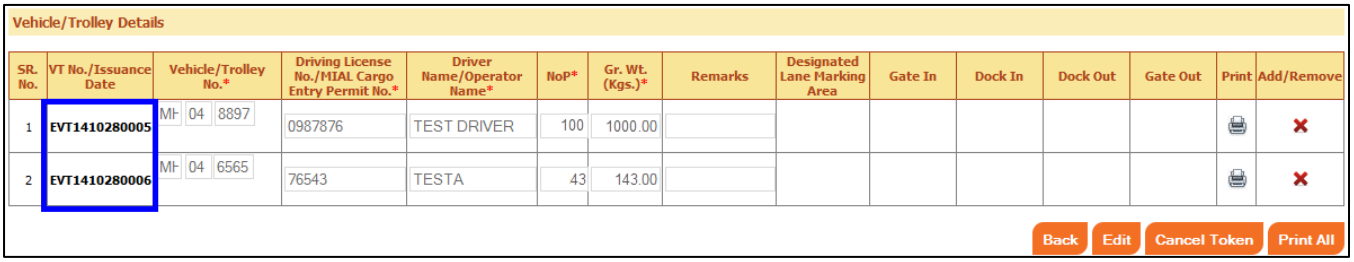
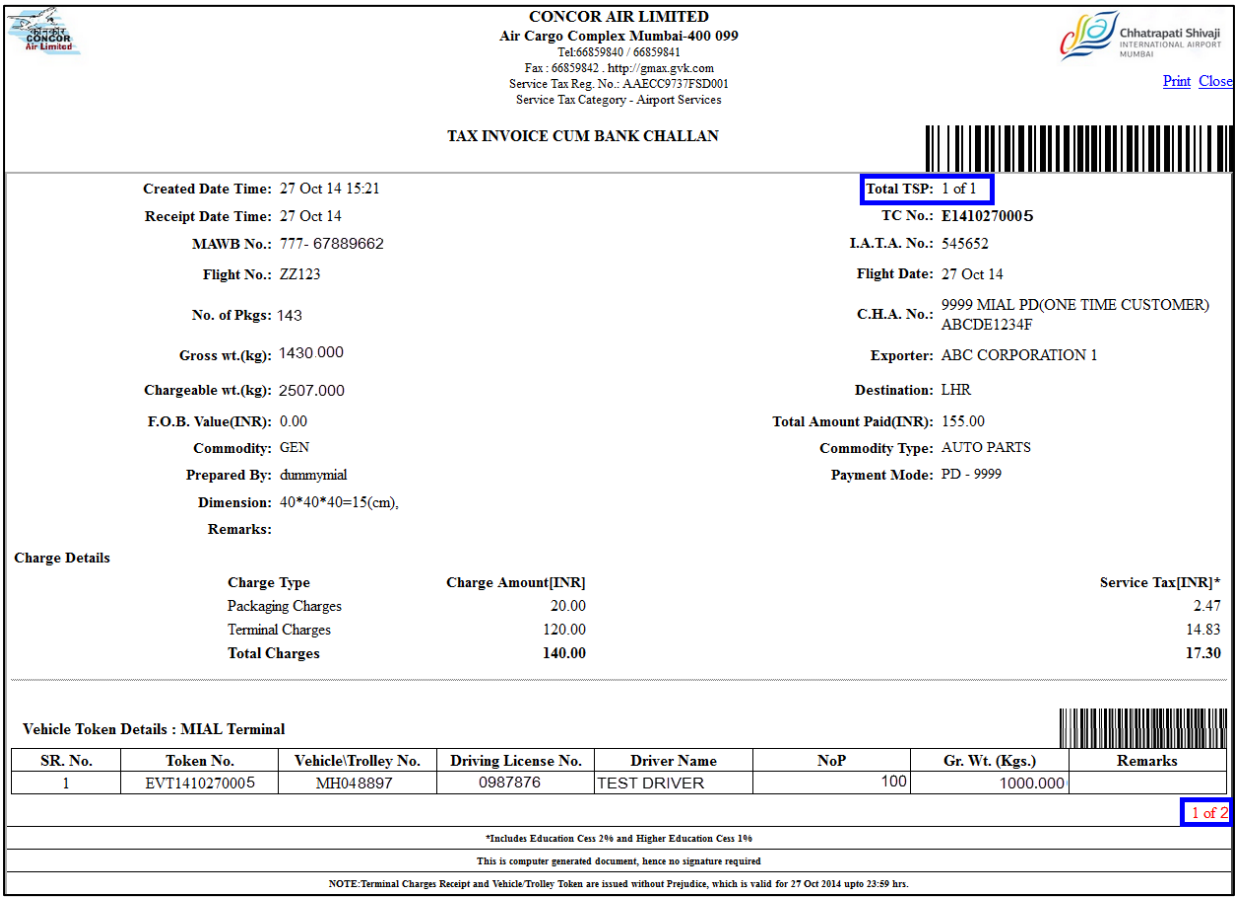


Figure 39: Generate Token screen

17. Trolley Token No. (Number with date time stamp) /Issuance date will be displayed once token is generated in 'VT No./Issuance Date' field
18. Click 'Print' icon ( ) located against a particular trolley record to print token number for that particular trolley
19. Click Print All button to view preview the prints of trolley token along with the selected TSP as shown in the figure below:



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Print Close

TAX INVOICE CUM BANK CHALLAN

Created Date Time:	27 Oct 14 15:21	**Total TSP:**	1 of 1
Receipt Date Time:	27 Oct 14	**TC No.:**	**E1410270005**
MAWB No.:	777- 67889662	**I.A.T.A. No.:**	545652
Flight No.:	ZZ123	**Flight Date:**	27 Oct 14
No. of Pkgs:	143	**C.H.A. No.:**	9999 MIAL PD(ONE TIME CUSTOMER) ABCDE1234F
Gross wt.(kg):	1430.000	**Exporter:**	ABC CORPORATION 1
Chargeable wt.(kg):	2507.000	**Destination:**	LHR
F.O.B. Value(INR):	0.00	**Total Amount Paid(INR):**	155.00
Commodity:	GEN	**Commodity Type:**	AUTO PARTS
Prepared By:	dummymial	**Payment Mode:**	PD - 9999
Dimension:	40*40*40=15(cm),		
Remarks:			

Charge Details

Charge Type	Charge Amount[INR]	Service Tax[INR]*
Packaging Charges	20.00	2.47
Terminal Charges	120.00	14.83
Total Charges	**140.00**	**17.30**

Vehicle Token Details : MIAL Terminal

SR. No.	Token No.	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410270005	MH048897	0987876	TEST DRIVER	100	1000.000	

1 of 2

*Includes Education Cess 2% and Higher Education Cess 1%

This is computer generated document, hence no signature required

NOTE:Terminal Charges Receipt and Vehicle/Trolley Token are issued without Prejudice, which is valid for 27 Oct 2014 upto 23:59 hrs.

Figure 40: Trolley Token Print for trolley No. 1

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Created Date Time:	27 Oct 14 15:21	**Total TSP:**	1 of 1
Receipt Date Time:	27 Oct 14	**TC No.:**	E1410270006
MAWB No.:	777- 67889662	**I.A.T.A. No.:**	545652
Flight No.:	ZZ123	**Flight Date:**	27 Oct 14
No. of Pkgs:	143	**C.H.A. No.:**	9999 MIAL PD(ONE TIME CUSTOMER) ABCDE1234F
Gross wt.(kg):	1430.000	**Exporter:**	ABC CORPORATION 1
Chargeable wt.(kg):	2507.000	**Destination:**	LHR
F.O.B. Value(INR):	0.00	**Total Amount Paid(INR):**	155.00
Commodity:	GEN	**Commodity Type:**	AUTO PARTS
Prepared By:	dummymial	**Payment Mode:**	PD - 9999
Dimension:	40*40*40=15(cm),		
Remarks:			

Charge Details

Charge Type	Charge Amount[INR]	Service Tax[INR]*
Packaging Charges	20.00	2.47
Terminal Charges	120.00	14.83
Total Charges	**140.00**	**17.30**

Vehicle Token Details : MIAL Terminal

SR. No.	Token No.	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410270006	MH046565	76543	TESTA	43	143.000	

2 of 2

*Includes Education Cess 2% and Higher Education Cess 1%

This is computer generated document, hence no signature required

NOTE:Terminal Charges Receipt and Vehicle/Trolley Token are issued without Prejudice, which is valid for 27 Oct 2014 upto 23:59 hrs.

Figure 41: Trolley Token Print for trolley No. 2

4. Vehicle/Trolley Token Generation for AI & CSC Shipments

Agent has to generate online Vehicle/Trolley Token number from GMAX portal for shipments belonging to AI & CSC other than MIAL

For token generation, user needs to follow the steps mentioned below:

1. By default, user will be directed to **Airport** tab as shown in the figure below:

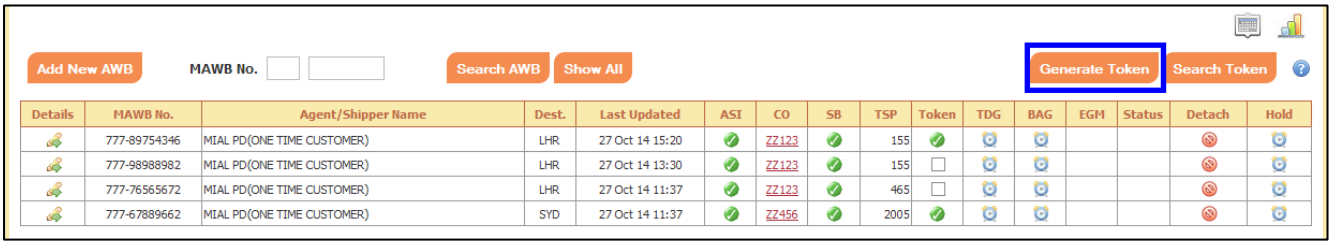


Figure 42: Airport → Switch to Exports

2. Click Generate Token button as highlighted in the above figure
3. User will be navigated to **Generate Token** screen as shown in the figure below:

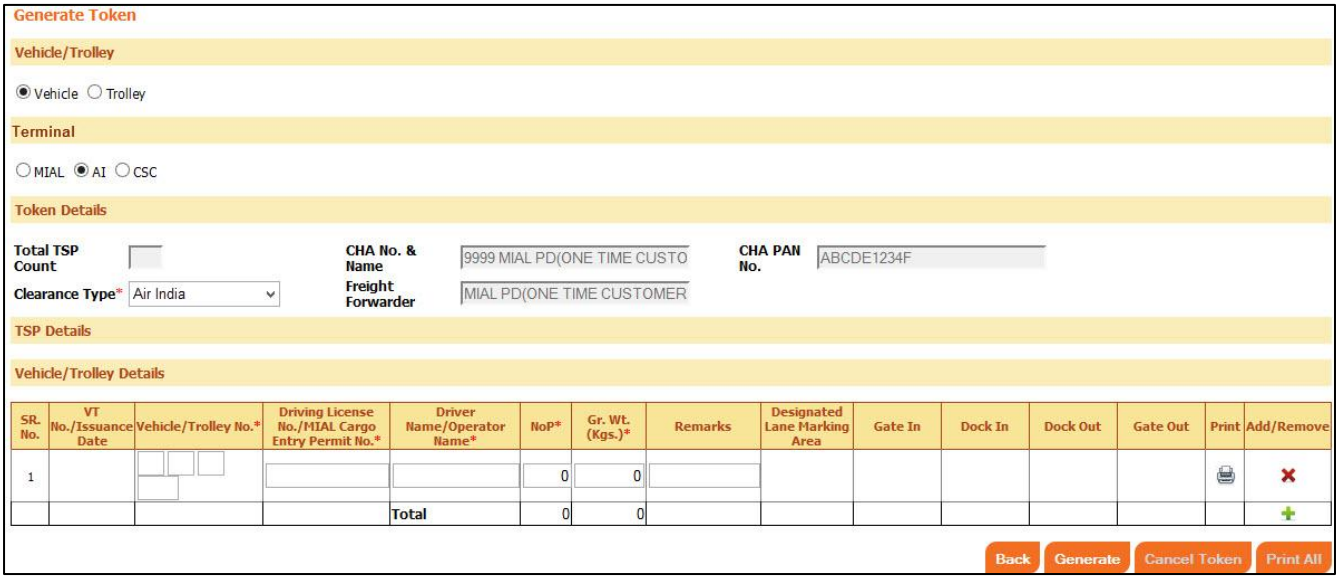


Figure 43: Generate Token

4. By default, option 'Vehicle' will be selected in 'Vehicle/Trolley' field (Refer above figure)
5. If user wants to generate a token number for trolley, select option 'Trolley'
6. By default, option 'AI' will be selected in 'Terminal' field. It indicates that vehicle/trolley token is to be generated for a shipment belonging to terminal AI
7. Select option 'CSC', if token number is to be generated for a shipment belonging to CSC
8. It is mandatory to select appropriate 'Clearance Type'. For AI and CSC shipments, option 'Air India' & 'CSC' will appear in 'Clearance Type' drop down list respectively
9. In 'Vehicle/Trolley Details' section, user needs to enter appropriate data in following fields:

- ✓ Vehicle/Trolley No.
- ✓ Driver's License No./MIAL Cargo Entry Permit No.
- ✓ Driver Name/Operator Name

10. Data in 'Remarks' field will be auto populated depending upon the selection of 'Terminal' (AI or CSC)
11. This field can be edited by user
12. Click 'Add' icon ( ) to add a new vehicle/trolley record. A new row will be added to 'Vehicle/Trolley Details' grid
13. Click 'Remove' icon ( ) to delete vehicle/trolley record. User cannot use this functionality if a single vehicle/trolley record is present in 'Vehicle Details' section
14. To remove single existing record, user needs to click on Back button
15. After entering all the mandatory details required for token generation, click Generate button
16. Vehicle/trolley token number will be generated. A success pop-up will appear on the screen as shown in the figure below:

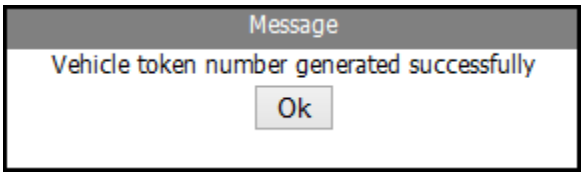


Figure 44: Success Pop-up

17. Vehicle/trolley Token No. (Number with date time stamp) /Issuance date will be displayed once token is generated in 'VT No./Issuance Date' field

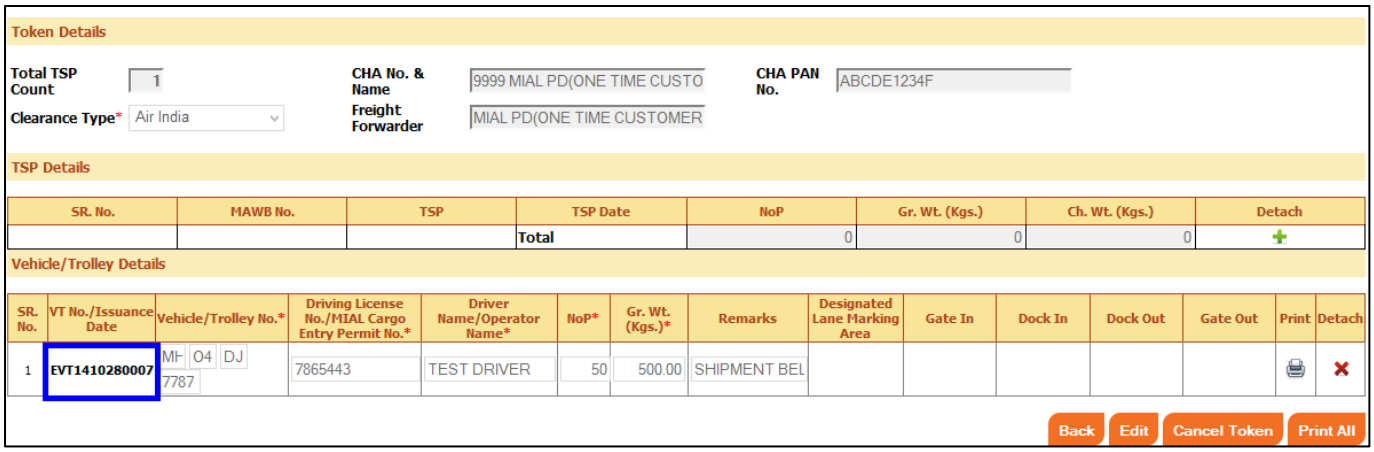
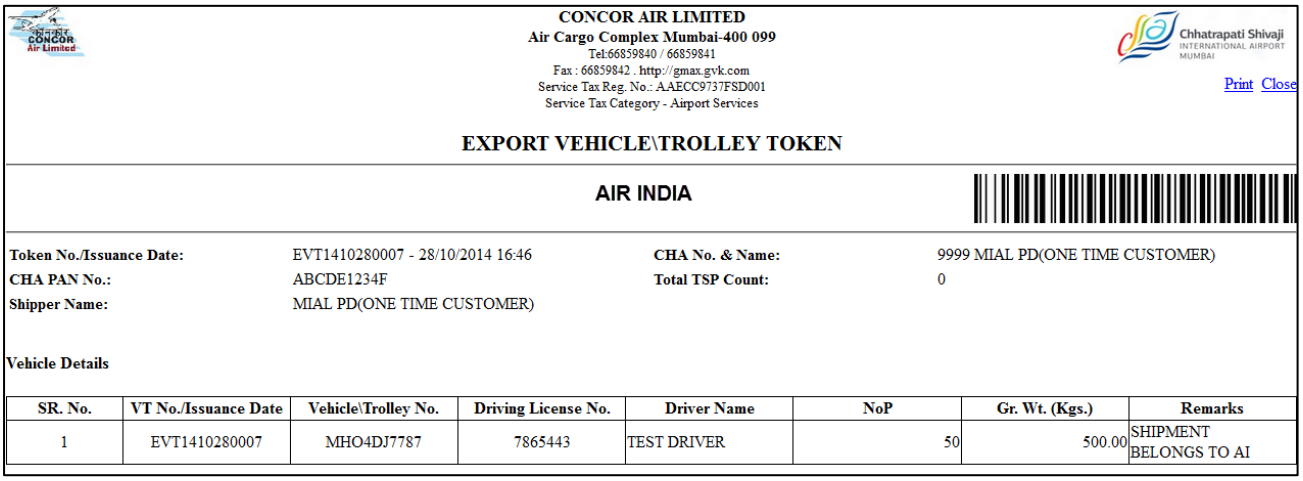


Figure 45: Generate Token screen

18. Click 'Print' icon ( ) located against a particular vehicle/trolley record to print token number



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Print Close

EXPORT VEHICLE\TROLLEY TOKEN

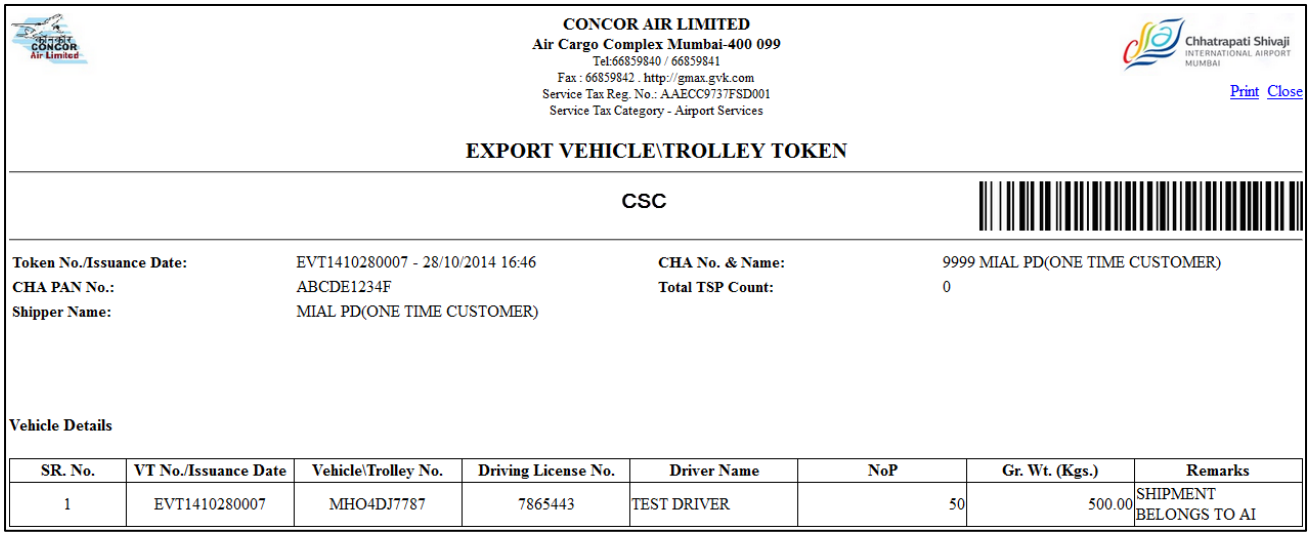
AIR INDIA

Token No./Issuance Date:	EVT1410280007 - 28/10/2014 16:46	**CHA No. & Name:**	9999 MIAL PD(ONE TIME CUSTOMER)
CHA PAN No.:	ABCDE1234F	**Total TSP Count:**	0
Shipper Name:	MIAL PD(ONE TIME CUSTOMER)		

Vehicle Details

SR. No.	VT No./Issuance Date	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410280007	MHO4DJ7787	7865443	TEST DRIVER	50	500.00	SHIPMENT BELONGS TO AI

Figure 46: Vehicle/ Trolley Token for AI



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EXPORT VEHICLE\TROLLEY TOKEN

CSC

Token No./Issuance Date:	EVT1410280007 - 28/10/2014 16:46	**CHA No. & Name:**	9999 MIAL PD(ONE TIME CUSTOMER)
CHA PAN No.:	ABCDE1234F	**Total TSP Count:**	0
Shipper Name:	MIAL PD(ONE TIME CUSTOMER)		

Vehicle Details

SR. No.	VT No./Issuance Date	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410280007	MHO4DJ7787	7865443	TEST DRIVER	50	500.00	SHIPMENT BELONGS TO AI

Figure 47: Vehicle/ Trolley Token for CSC

19. Click Print All button to view preview of the print(s) of vehicle/trolley as shown in the figure below:

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EXPORT VEHICLE\TROLLEY TOKEN

AIR INDIA

Token No./Issuance Date:	EVT1410280007 - 28/10/2014 16:46	**CHA No. & Name:**	9999 MIAL PD(ONE TIME CUSTOMER)
CHA PAN No.:	ABCDE1234F	**Total TSP Count:**	0
Shipper Name:	MIAL PD(ONE TIME CUSTOMER)		

Vehicle Details

SR. No.	VT No./Issuance Date	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410280007	MHO4DJ7787	7865443	TEST DRIVER	50	500.00	SHIPMENT BELONGS TO AI

1 of 1

Figure 48: Vehicle/Trolley Token

5. Vehicle/Trolley Token Generation for Mix Cargo

By using GMAX portal, agents need to generate online token for vehicle/trolley carrying cargo belonging to MIAL/AI/CSC at the same time

For token generation, user needs to follow the steps mentioned below:

1. By default, user will be directed to **Airport** tab as shown in the figure below:

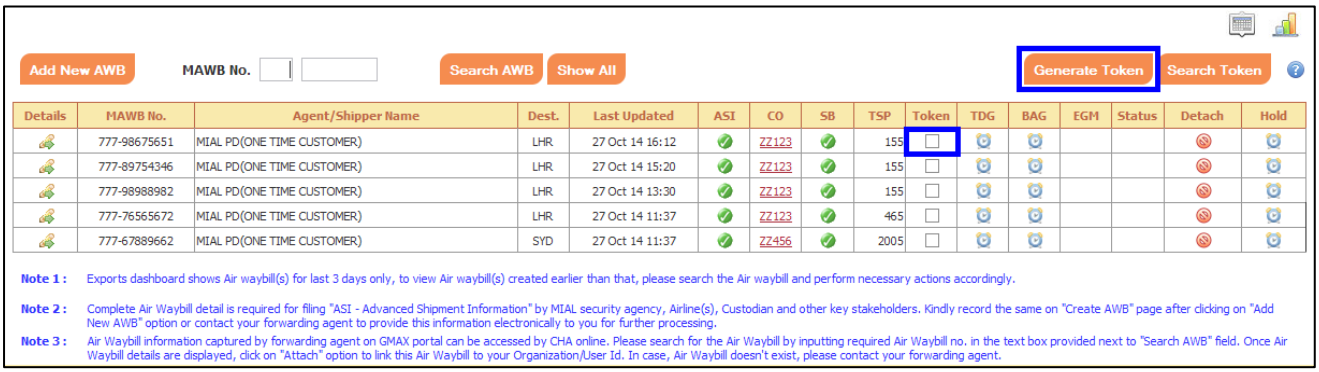

Add New AWB
MAWB No.
Search AWB
Show All
Generate Token
Search Token
Details | MAWB No. | Agent/Shipper Name | Dest. | Last Updated | ASI | CO | SB | TSP | Token | TDG | BAG | EGM | Status | Detach | Hold
777-98675651 | MIAL PD(ONE TIME CUSTOMER) | LHR | 27 Oct 14 16:12 | ZZ123 | 155
777-89754346 | MIAL PD(ONE TIME CUSTOMER) | LHR | 27 Oct 14 15:20 | ZZ123 | 155
777-98988982 | MIAL PD(ONE TIME CUSTOMER) | LHR | 27 Oct 14 13:30 | ZZ123 | 155
777-76565672 | MIAL PD(ONE TIME CUSTOMER) | LHR | 27 Oct 14 11:37 | ZZ123 | 465
777-67889662 | MIAL PD(ONE TIME CUSTOMER) | SYD | 27 Oct 14 11:37 | ZZ456 | 2005
Note 1 : Exports dashboard shows Air waybill(s) for last 3 days only, to view Air waybill(s) created earlier than that, please search the Air waybill and perform necessary actions accordingly.
Note 2 : Complete Air Waybill detail is required for filing "ASI - Advanced Shipment Information" by MIAL security agency, Airline(s), Custodian and other key stakeholders. Kindly record the same on "Create AWB" page after clicking on "Add New AWB" option or contact your forwarding agent to provide this information electronically to you for further processing.
Note 3 : Air Waybill information captured by forwarding agent on GMAX portal can be accessed by CHA online. Please search for the Air Waybill by inputting required Air Waybill no. in the text box provided next to "Search AWB" field. Once Air Waybill details are displayed, click on "Attach" option to link this Air Waybill to your Organization/User Id. In case, Air Waybill doesn't exist, please contact your forwarding agent.

Figure 49: Airport → Switch to Exports

2. For generating TSP for Mix cargo, user needs to select a TSP belonging to MIAL
3. For generating token for a particular TSP, select the checkbox and click on

button as highlighted in the above figure
4. User will be navigated to **Generate Token** screen as shown in the figure below:

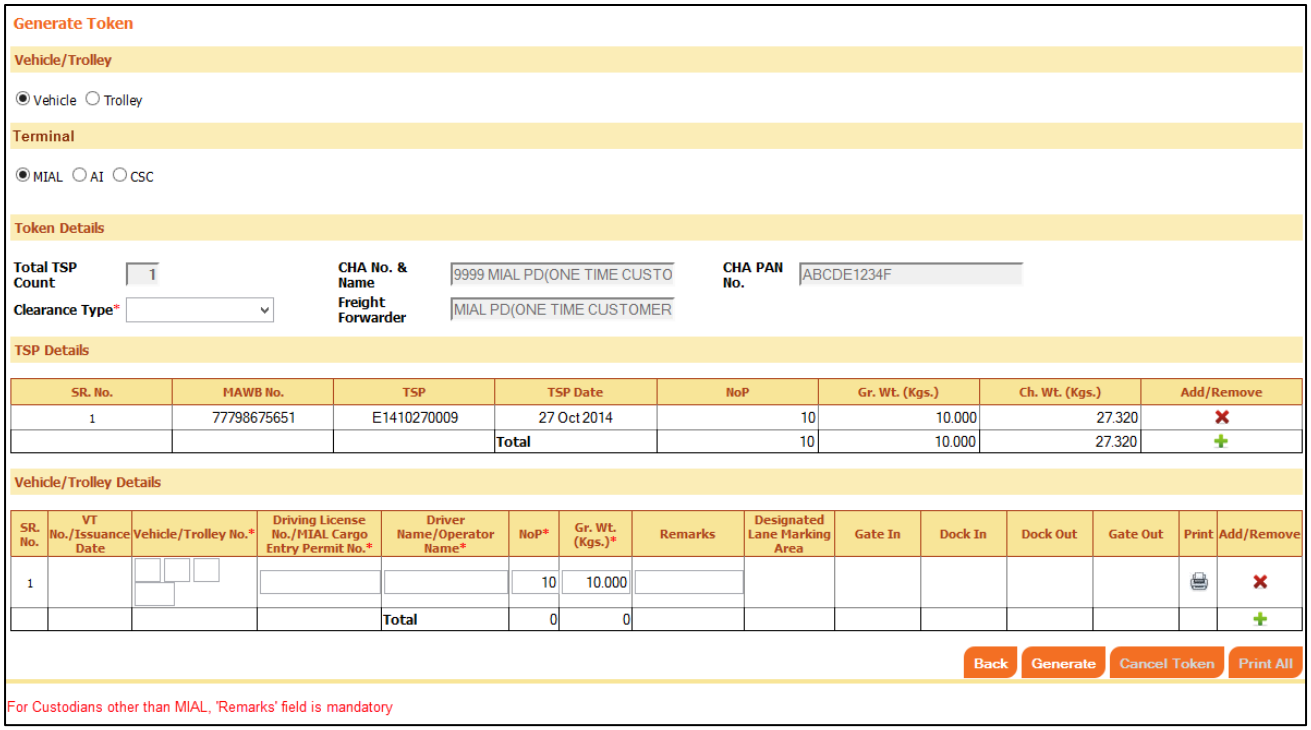

Generate Token
Vehicle/Trolley
Vehicle Trolley
Terminal
MIAL AI CSC
Token Details
Total TSP Count
CHA No. & Name
CHA PAN No.
Clearance Type*
Freight Forwarder
TSP Details
SR. No. | MAWB No. | TSP | TSP Date | NoP | Gr. Wt. (Kgs.) | Ch. Wt. (Kgs.) | Add/Remove
Vehicle/Trolley Details
SR. No. | VT No./Issuance Date | Vehicle/Trolley No.* | Driving License No./MIAL Cargo Entry Permit No.* | Driver Name/Operator Name* | NoP* | Gr. Wt. (Kgs.)* | Remarks | Designated Lane Marking Area | Gate In | Dock In | Dock Out | Gate Out | Print | Add/Remove
Back
Generate
Cancel Token
Print All
For Custodians other than MIAL, 'Remarks' field is mandatory

Figure 50: Generate Token

5. By default, option 'Vehicle' will be selected in 'Vehicle/Trolley' field (Refer above figure). If user wants to generate a token number for trolley, select option 'Trolley'
6. By default, option 'MIAL' will be selected in 'Terminal' field
7. Select option 'MIX' in 'Clearance Type' drop down list
8. Details of selected MAWB(s) will appear in 'TSP Details' section. All the fields appearing in 'TSP Details' grid are only for reference view
9. Click 'Add' icon ( ) to add a new TSP record. A new row will be added to 'TSP Details' grid

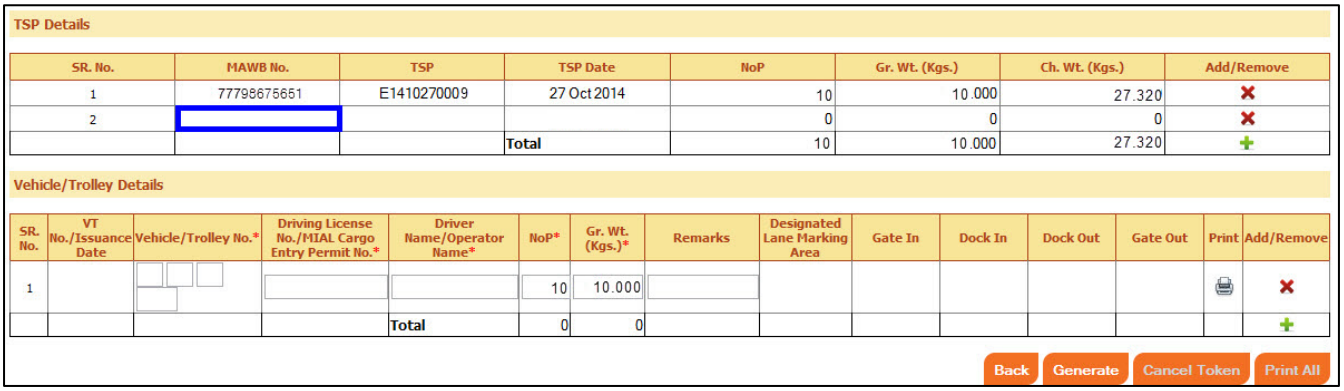


Figure 51: Generate Token screen

10. User needs to enter 'MAWB No.' for which token number needs to be generated
11. After entering appropriate MAWB No. move to the next field. TSP details of the MAWB will appear in 'TSP Details' grid
12. If multiple TSPs are selected, click 'Remove' icon ( ) to remove the TSP from token generation process
13. If a single TSP is selected, user needs to click Back button to remove the selected TSP from token generation process
14. In 'Vehicle/Trolley Details' section, user needs to enter appropriate data in following fields:
    - ✓ Vehicle/Trolley No.
    - ✓ Driver's License No./MIAL Cargo Entry Permit No.
    - ✓ Driver Name/Operator Name
15. Data in 'Remarks' field will be auto populated depending upon the selection of 'Terminal' (AI or CSC). This field can be edited by user
16. Click 'Add' icon ( ) to add a new vehicle/trolley record. A new row will be added to 'Vehicle/Trolley Details' grid
17. Click 'Remove' icon ( ) to delete vehicle/trolley record. User cannot use this functionality if a single vehicle/trolley record is present in 'Vehicle Details' section
18. To remove single existing record, user needs to click on Back button

19. Total number of pieces & and total gross wt. in 'TSP Details' section & 'Vehicle/Trolley Details' section should not match

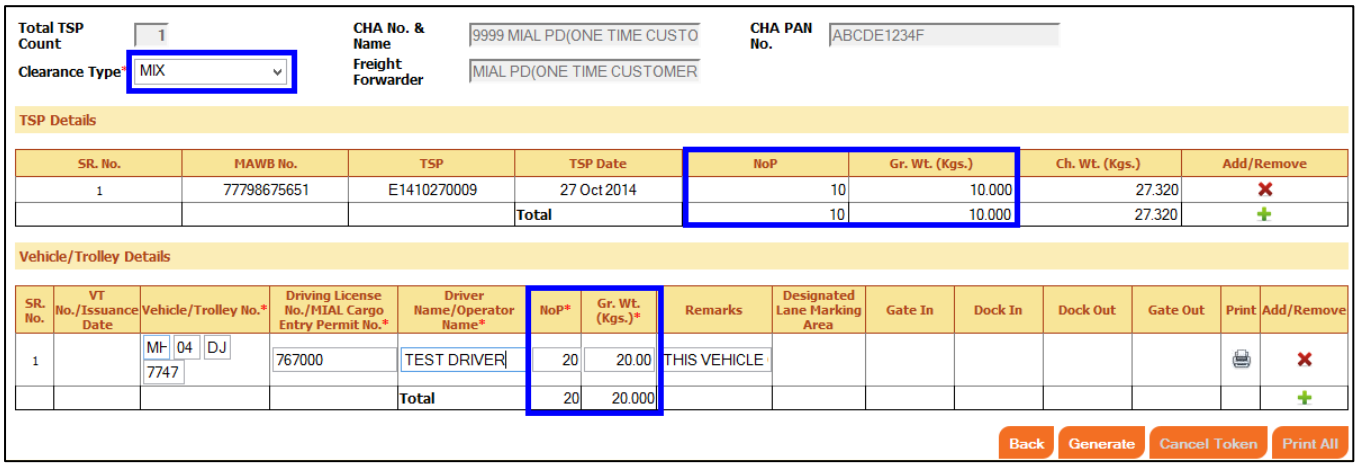


Figure 52: Generate Token screen

20. System will not allow the user to generate vehicle/trolley token if total number of pieces and gross weight is equal to or less than total pieces and total gross weight of selected MIAL TSP(s) in 'TSP Details' section

21. After entering all the mandatory details required for token generation, click Generate button

22. Vehicle/trolley token number will be generated. A success pop-up will appear on the screen as shown in the figure below:

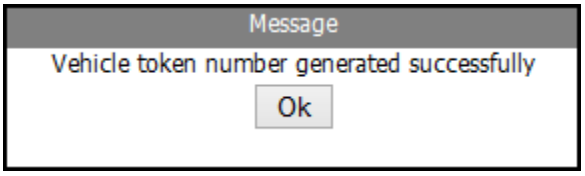


Figure 53: Success Pop-up

23. Vehicle/trolley Token No. (Number with date time stamp) /Issuance date will be displayed once token is generated in 'VT No./Issuance Date' field

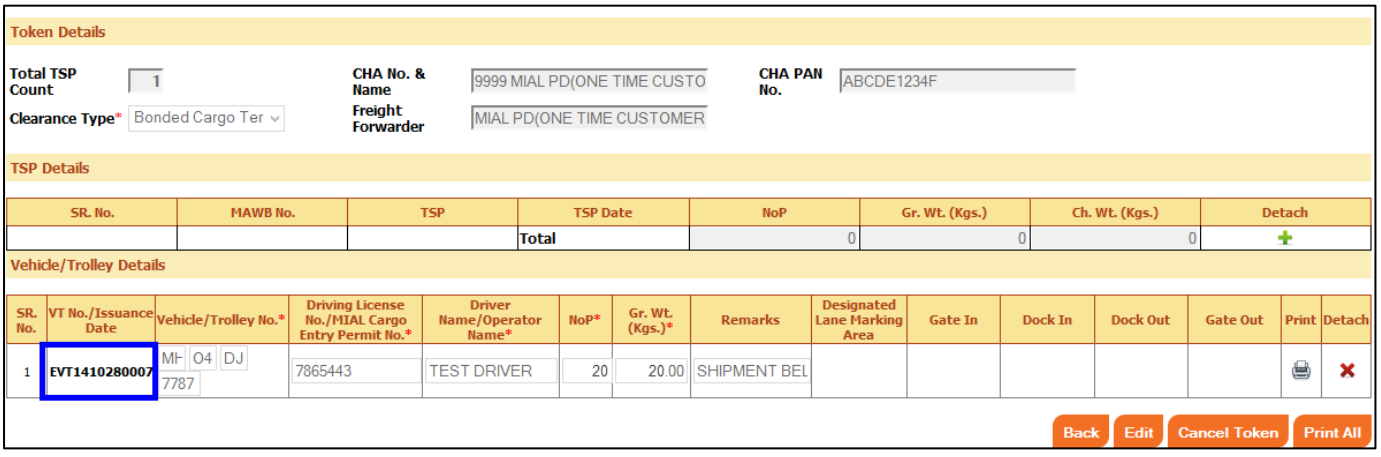
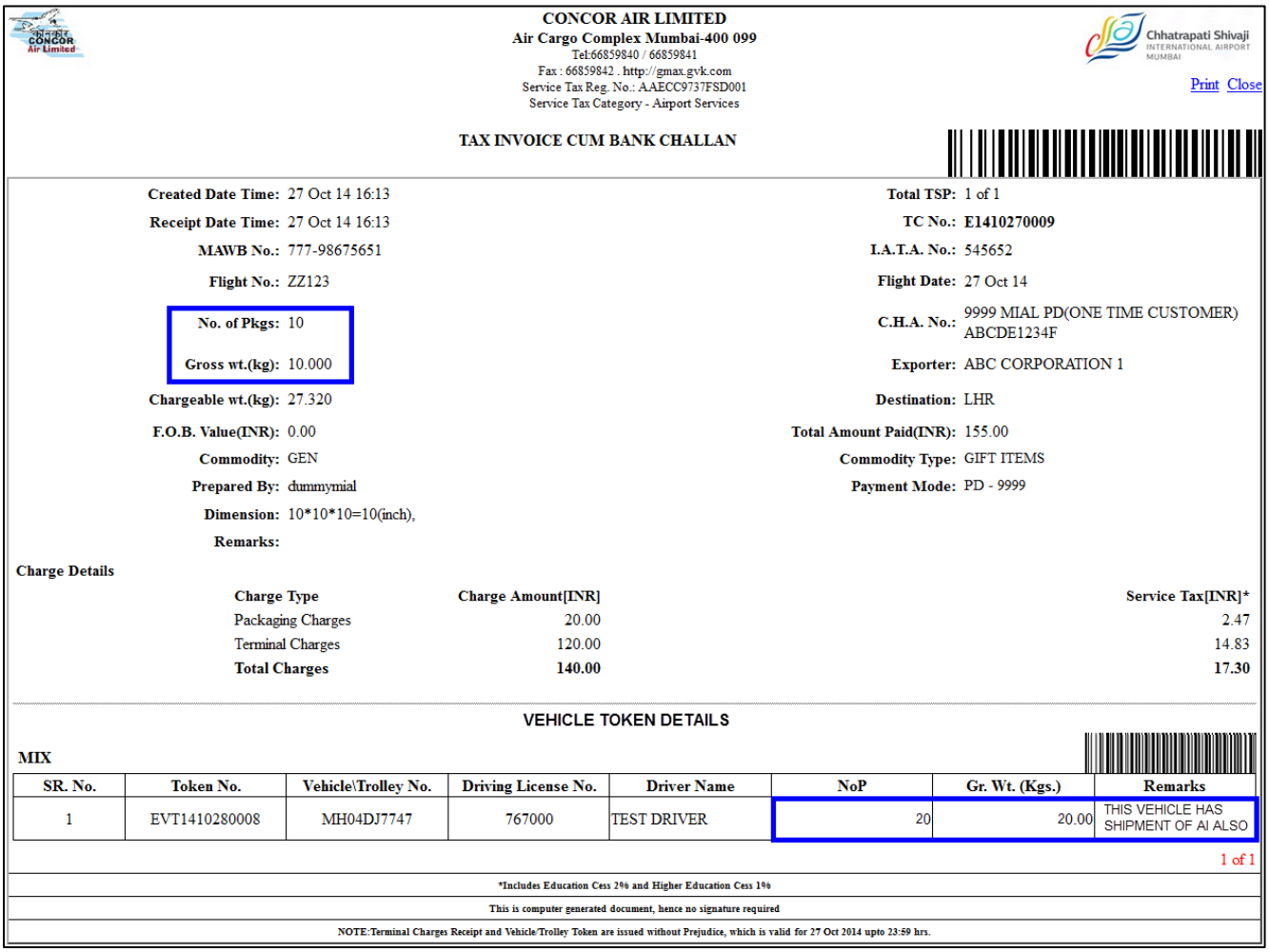


Figure 54: Generate Token screen

24. Click 'Print' icon ( ) located against a particular vehicle record to print token number for that particular vehicle

25. On clicking Print All button, a preview of token print will appear on the screen along with selected TSP(s) as shown in the figure below:



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Print Close

TAX INVOICE CUM BANK CHALLAN

Created Date Time:	27 Oct 14 16:13	**Total TSP:**	1 of 1
Receipt Date Time:	27 Oct 14 16:13	**TC No.:**	**E1410270009**
MAWB No.:	777-98675651	**I.A.T.A. No.:**	545652
Flight No.:	ZZ123	**Flight Date:**	27 Oct 14
No. of Pkgs:	10	**C.H.A. No.:**	9999 MIAL PD(ONE TIME CUSTOMER) ABCDE1234F
Gross wt.(kg):	10.000	**Exporter:**	ABC CORPORATION 1
Chargeable wt.(kg):	27.320	**Destination:**	LHR
F.O.B. Value(INR):	0.00	**Total Amount Paid(INR):**	155.00
Commodity:	GEN	**Commodity Type:**	GIFT ITEMS
Prepared By:	dummymial	**Payment Mode:**	PD - 9999
Dimension:	10*10*10=10(inch),		
Remarks:			

Charge Details

Charge Type	Charge Amount[INR]	Service Tax[INR]*
Packaging Charges	20.00	2.47
Terminal Charges	120.00	14.83
Total Charges	**140.00**	**17.30**

VEHICLE TOKEN DETAILS

MIX

SR. No.	Token No.	Vehicle\Trolley No.	Driving License No.	Driver Name	NoP	Gr. Wt. (Kgs.)	Remarks
1	EVT1410280008	MH04DJ7747	767000	TEST DRIVER	20	20.00	THIS VEHICLE HAS SHIPMENT OF AI ALSO

1 of 1

*Includes Education Cess 2% and Higher Education Cess 1%

This is computer generated document, hence no signature required

NOTE:Terminal Charges Receipt and Vehicle/Trolley Token are issued without Prejudice, which is valid for 27 Oct 2014 upto 23:59 hrs.

Figure 55: Vehicle Token Print